

STANDARD INSTALLATION
TOPIC EXCHANGE SERVICE



RELOCATION INFORMATION FOR

NAS Brunswick
Maine

Information Date
August 24, 2001

Visit the SITES Web Site at
<http://www.dmdc.osd.mil/sites>

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Installation

Installation Overview

For more information on this subject:
<http://www.nasb.navy.mil>

The Naval Air Station in Brunswick, Maine, is located 26 miles northeast from Maine's largest city, Portland, and 31 miles south from the capital city of Augusta. Brunswick is the largest town of a tri-town area made up of Brunswick, Topsham, and Bath. The total population of the 3 towns is approximately 37,000. Brunswick is situated on the Androscoggin River which flows into Merrymeeting Bay and then into the Atlantic Ocean only a few miles away. The area provides most of the conveniences of living in the city yet retains its rural atmosphere. If you like the outdoors, you will love being stationed at Brunswick.

History--Constructed on land which from the 1700's has been used only for the purpose of growing blueberries, Naval Air Station, Brunswick, Maine, was commissioned on April 15, 1943. The primary purpose was to train Canadian and British Air Force pilots of the British Naval Command. This activity continued until the end of WWII. The base was deactivated in 1947 and reactivated in 1951 with the primary mission of anti-submarine warfare. On July 1, 1971, Commander Patrol Wings US Atlantic Fleet/Commander Patrol Wing Five established his headquarters at NAS Brunswick. Changes have occurred on the base since 1971 so that at present, three patrol squadrons flying the P3 Orion perform their duties here at the NAS. In addition, two reserve squadrons are also based at the Naval Air Station. The NAS also provides support for the ships at Bath, the Navy Security Group at Winter Harbor, the US Naval Survival School at Rangeley, and the Department of Naval Sciences at the Maine Maritime Academy at Castine, Maine.

Name: Fleet and Family Support Center
POC: Mary Hipkins
Address: 400 Foxtrot Ave
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: hipkins@nasb.navy.mil

Name: Naval Air Station, Brunswick
POC: Quarterdeck
Address: Bldg 250
City: Brunswick, ME 04011
Phone: 207-921-2214
FAX: 207-921-2954
DSN Phone: 476-2214
DSN FAX: 476-2954
Comments: Brunswick is the home of Commander Patrol & Reconnaissance Wing 5 providing maritime surveillance, anti-submarine, and anti-surface warfare capabilities to the US Fleet

Must Know Items

TRAVEL BY PLANE: If you are traveling by plane, make flight arrangements to the Portland, Maine Jetport. Portland is approximately 26 miles from the Naval Air Station at Brunswick, ME. Your sponsor should meet you at the airport to bring you to Brunswick. If you **MUST** travel to Brunswick without your sponsor, call the Mid-Coast Limo at 1-800-937-2424 24 hours in advance to reserve a seat or any other limo service available in the Portland telephone book. Cost for Mid-Coast is \$25.00 per person one way from Portland to Brunswick.

TRAVEL BY CAR: Travel into Maine on Highway 95 from New Hampshire. Either stay on Highway 95 around Portland, Maine and pay a toll or take Highway 295 through Portland and marry up again with Highway 95 and avoid the toll. Drive North on Highway 95 to Exit 22 (Bath-Brunswick). Take that exit and stay on that same road which is Route 1. Stay on Route 1 which curves left at a light and about a block down becomes a divided four lane highway. There is a Naval Air Station exit off of Route 1. Take that exit and stay in right lane. Turn right at the first light and get in the left lane. At the second light, get in left turn lane and enter the Naval Air Station.

TRAVEL BY BUS: If you are traveling by bus, you will probably come into Portland, either Concord Trailways or Greyhound. Have your sponsor pick you up at the bus terminal. If your sponsor can not pick you up, you need to know this in advance. Call Mid-Coast Limo service, 1-800-937-2424, and reserve seats at least 24 hours in advance. The cost is \$25.00 per person one way from Portland to Brunswick.

ARRIVAL AND CHECK-IN REQUIREMENTS:
See Category RELOCATION SERVICES, Related Subject, PCS Reporting Procedures

TEMPORARY QUARTERS INFORMATION: See Category RELOCATION SERVICES, Related Subject, Billeting

CHILD CARE INFORMATION: See Category CHILD AND TEEN SERVICES, Related Subjects, Child Development Programs-On Installation and Child Development Programs-Community

INFORMATION ON PETS: See Category RELOCATION SERVICES, Related Subjects, Pet

Boarding, Licensing, quarantines, Veterinary Services, and Pet Transportation

IMPORTANT DOCUMENTS TO HANDCARRY: Be sure that you carry all your personnel records, health records, shot records (especially for kids), and pet health records. You can not enter your child in Child Care or in school without shot records.

COST OF LIVING: See Category RELOCATION SERVICES, Related Subject, Financial Preparedness.

Must Know Items

--Installation--	
Site Name	NAS Brunswick
Last Updated	August 24, 2001
State/Territory	Maine
County	Cumberland
ZIP Code	04011
Service	USN
Host Command	
Physical Size	3200
--Personnel--	
FSC/ACS Director	CM Kobell
Relocation Assistance Manager	
Relocation Assistance Specialist	Mary Hipkins
--Phones--	
DSN Country Code	
DSN Number	476-2273
Commercial Country Code	
Commercial Area Code	207-
Commercial Number	921-2273
FAX DSN Country Code	
FAX DSN Number	476-2617
FAX Commercial Country Code	
FAX Commercial Area Code	207-
FAX Commercial Number	921-2617
--Official Mailing Address--	
Street Line 1	Fleet and Family Support Center
Street Line 2	400 Foxtrot Ave, NASB
City	Brunswick
State/Territory	ME
ZIP Code	04011
--Deliverable Address--	
Street Line 1	
Street Line 2	
City	
State/Territory	
ZIP Code	
E-Mail	hipkins@nasb.navy.mil

Geographically Separated or Satellite Locations

There is one satellite location served by this installation and that is Naval Security Group Activity, Winter Harbor, ME.

Geographically Separated or Satellite Locations

<i>Satellite</i>	<i>Command</i>	<i>Distance</i>	<i>Associated Site Name</i>
Winter Harbor Security Base, ME	Naval Security Group Activity	145 miles	NAS Brunswick

Nearby Installations (Listed Separately in SITES)

There are no nearby installations within a 1 hour drive.

Regulations

Name: Boat License
POC: Inland Fisheries and Wildlife Dept
City: Augusta, ME 04330
Phone: 207-287-5232

Name: Driver's License
POC: Motor Vehicle Registry
Address: Route 196, Topsham Fair Mall
City: Topsham, ME 04086
Phone: 207-725-6520
Comments: Active Duty and spouse may drive in Maine on updated out of state driver's license from home of residence

Name: Fishing License
POC: Town Clerk's office or NEX
Address: town of residence
Comments: Go to base legal office for non-residency paperwork then go to the NEX cashier's cage to purchase a license or town clerk's office

Name: Hunting License
POC: Town Clerk's office or NEX
Address: town of residency
Comments: Go to base legal office for non-residency paperwork then go to the NEX cashier's cage to purchase license or town clerk's office

Name: Motor Vehicle Registry
Address: Route 196, Topsham Fair Mall
City: Topsham, ME 04086
Phone: 207-725-6520
FAX: 207-725-1244
Comments: Must register the car in Maine but will be exempt from the Excise Tax if active duty military and have the proper paperwork. Paperwork consists of a Notarized Affidavit of Non-Residency and a military ID.

Name: Navy Exchange
POC: Cashier's Window
Address: Naval Air Station Brunswick
City: Brunswick, ME 04011
Phone: 207-921-2376
DSN Phone: 476-2376

Name: Pass and Decal
Address: Bldg 37 (front gate), NASB
City: Brunswick, ME 04011
Phone: 207-921-2700
DSN Phone: 476-2700

Commonly Referenced Numbers

The following is a list of commonly referenced numbers for organizations located at the Naval Air Station in Brunswick. The area code is (207) and the DSN is (476).

Commonly Referenced Numbers

<i>Name</i>	<i>Commercial</i>	<i>DSN</i>
Barber Shop-Navy Exchange	207-921-2346	476-2346
Beauty Shop-Navy Exchange	207-921-2248	476-2248
Billeting-CBQ	207-921-2394	476-2394
Branch Clinic	207-921-2967/2243	476-2967
Chaplain	207-921-2223/2231	476-2223
Child Development Center	207-921-2610	476-2610
Club-Niteflite (All Hands)	207-921-2121	476-2121
Combined Bachelor's Quarters (CBQ)	207-921-2394	476-2394
Commissary-Topsham Annex	207-921-2114/2990/2974	476-2114/2990/2974
Convenience Store-NASB	207-725-7121 or 207-921-2182	476-2182
Credit Union-Govt Employees only	207-729-1831/32 or 207-921-2677	476-2677
Education Office	207-921-2320	476-2320
Exchange	207-921-2182 or 207-725-7121	476-2182
Family Advocacy Rep-FFSC	207-921-2411	476-2411
Fleet and Family Support Center (FFSC)	207-921-2273	476-2273
Housing Office	207-921-2510	476-2510
Legal Assistance	207-921-2355	476-2355
Legal Office (Judge Advocate)	207-921-2930/2331	476-2930
Morale, Welfare, Recreation (MWR)	207-921-2113	476-2113
Navy Lodge	207-921-2206 or 1-800-NAVY INN	476-2206
Navy/Marine Corps Relief Society	207-921-2679/2414	476-2414
Officer of the Day	207-921-2214	476-2214
Pass Office	207-921-2457	476-2457
Personnel Office (Human Resources Office)	207-921-2271/2818	476-2271
Pharmacy-Clinic	207-921-2957	476-2957
Prescription Hotline	207-921-2989	476-2989
Quarterdeck NASB	207-921-2214	476-2214
Red Cross	207-729-6779	
Security	207-921-2457	476-2457
Transportation Mgmt	207-921-2698	476-2698
Travel Office	207-921-2584	476-2584

Major Unit Listing

For more information on this subject:
 Official website for NAS Brunswick Maine
<http://www.nasb.navy.mil>

The Naval Air Station is home to 3 P3 squadrons, a Reserve Headquarters with several reserve squadrons, various support units, and an Army Recruiting Battalion. The following lists the 4 major commands only.

Major Unit Listing

<i>Unit</i>	<i>Command</i>	<i>Point of Contact</i>	<i>Commercial</i>	<i>DSN</i>	<i>Fax</i>
	Naval Air Station, Brunswick	Quarterdeck/Officer of the Day	207-921-2214	476-2214	2954
	Army Recruiting Battalion	S1	207-725-8636		207-798-4092
	Naval Air Reserve Center		(207)921-1514	476-1514	1540
	Commander Patrol & Reconnaissance Wing 5	Quarterdeck/Officer of the Day	207-921-2322	476-2322	2939

Transportation

There is no on-base bus transportation. There is a shuttle bus service operated by the local towns between the three towns of Brunswick, Bath, and Topsham.

Name: 3/Town Connector Service
City: Bath, ME 04530
Phone: 207-443-8371
Comments: The cost and schedule can be obtained by calling referenced number.

Name: Mid-Coast Limo
Phone: 1-800-937-2424
Comments: Daily van service to/from the Portland Jetport and bus terminal. Reservations are required 24 hours in advance. Call to find out the charges

Name: Coastal Transportation, Inc
City: Bath, ME 04530
Phone: 207-443-6207
Comments: Pre-scheduled transportation and guide available for minimal charge

Commissary and Exchange Operations

The Navy Commissary is located on the Topsham Annex in Topsham, Maine about 5 miles from the Naval Air Station's main installation at Brunswick. The only transportation to Topsham is the 3/Town Connector which stops several blocks away from the annex. An automobile is really a necessity for shopping if you live in a housing area other than the

Topsham housing area. The Exchange is located on the main installation at Brunswick.

Name: Convenience Store-Brunswick
City: Brunswick, ME 04011
Phone: 207-921-2182
DSN Phone: 476-2182
Comments: Hours vary each day. Open on Sundays and holidays. Located adjacent to the main NEX store.

Name: Dry Cleaner
Address: Naval Air Station
City: Brunswick, ME 04011
Phone: 207-729-9253
Comments: Closed on Sundays and holidays. Located just outside of the NEX.

Name: Navy Commissary
Address: Topsham Annex
City: Topsham, ME 04086
Phone: 207-921-2114/2990/2974
DSN Phone: 476-2114/2990/2974
Comments: Hours vary Monday through Saturday, closed Sundays and holidays. Note: the commissary is not located on the Naval Air Station in Brunswick. It is at the Naval Annex in the adjoining town of Topsham about 5 minutes from the base.

Name: Navy Exchange
Address: Naval Air Station
City: Brunswick, ME 04011
Phone: 207-921-2182/2449
DSN Phone: 476-2182
Comments: Hours vary each day. Open Sundays and holidays

Name: Subway
Address: Naval Air Station
City: Brunswick, ME 04011
Phone: (207)721-9903
Comments: Located in the NEX building.

Name: Taco Bell/Fresh Grill
Address: Naval Air Station
City: Brunswick, ME 04011
Comments: Located in the NEX building.

A good starting point for info on Brunswick
<http://www.curtislibrary.com>

The town of Brunswick was originally settled in 1628 along the falls of the Androscoggin River. It was incorporated in 1738 and named to honor the British House of Brunswick. As the home of Bowdoin College (chartered in 1794) and the Naval Air Station, Brunswick has a diversity of population. Several National Historic Districts with grand sea captains' mansions serve as testaments to the Greek Revival and Federal styles of architecture. The grassy tree-lined mall links Bowdoin College with the downtown district. Industries include L.L. Bean, MBNA credit card company, fiberglass construction material, electrical switches, Mid-Coast health services, and several facilities of Bath Iron Works. Brunswick serves as a commercial center for surrounding communities and home to many who work in Augusta and Portland. With a population of approximately 37,000 (Brunswick, Bath, and Topsham), Brunswick provides a combination of the best of rural and urban Maine.

Local Community

Local Community Overview

For more information on this subject:

Time Zone Chart

Local time zone..... : Eastern Standard

Time Zone Chart

<i>Location</i>	<i>Adjustment for GMT</i>
Pacific	-8
Mountain	-7
Central	-6
Eastern	-5
Greenwich (United Kingdom)	0
Central European (Germany)	1
East Asia (Japan)	9

Climate

The climate in the Brunswick area of Maine has pleasant warm summers and cold snowy winters. The average snowfall is 75" a year but it is not unusual to have as much as 140" of snow in a single year. Likewise, the average temperature in the summer may be 70 degrees but it is not totally unusual for a summer to be very hot with an average of 90+ degrees.

There is approximately 45" of rain a year but that can vary from year to year. The average temperature in the winter is 28 degrees. Temperatures, however, can be a chilling -10 degrees for several days.

The nicest thing about Maine weather is that there are 4 distinct seasons. All four have their good points but the fall is positively spectacular. The trees are the colors of the rainbow for several weeks during this part of the year and attract many visitors who come to see the beauty.

Climate

<i>Month</i>	<i>High</i>	<i>Low</i>	<i>Humidity</i>	<i>Precipitation</i>
January	30	11	61	3.8
February	32	13	59	3.7
March	40	24	57	4.2
April	52	34	55	3.9
May	63	44	56	3.5
June	72	53	59	3.2
July	78	59	58	2.9
August	76	58	59	3.2
September	68	50	60	3.2
October	58	40	59	3.7
November	46	31	65	4.9
December	34	18	64	4.7

Events Calendar

For more information on this subject:
 Official website of the Maine Office of Tourism
<http://www.visitmaine.com>

There are many fairs and festivals in the Brunswick/Portland area. Some cost to get in but are well worth the price because of the good food, music, and events. A list of the local Brunswick fairs/festivals follows. For a list of happenings statewide, please visit the Maine Office of Tourism website on the link above.

Name: Annual Maine Festival
Address: Thomas Point Beach
City: Brunswick, ME 04011
Phone: 207-772-9012
WWW Link: http://www.mainearts.org/festhome.html
Proximity to site: 2 miles
Comments: Please refer to the website for dates and more information.

Name: Bowdoin Summer Music Festival
Address: Maine Street
City: Brunswick, ME 04011
Phone: 207-725-3322
FAX: 207-725-3047
E-Mail: bsmf@blazenetme.net
WWW Link: http://www.summermusic.org
Proximity to site: 2 miles
Comments: Please refer to the website for dates and more information.

Name: Great State of Maine Airshow
POC: Naval Air Station
City: Brunswick, ME 04011
Phone: 207-921-2340
DSN Phone: 476-2340
WWW Link: http://www.airshow.nasb.navy.mil/
Proximity to site: on site
Comments: Please refer to the website for dates and more information.

Name: Maine State Music Theatre
POC: Pickard Theatre, Bowdoin College
Address: 14 Maine Street
City: Brunswick, ME 04011
Phone: 207-725-8769
FAX: 207-725-1199
E-Mail: info@msmt.org
WWW Link: http://www.msmt.org/
Proximity to site: 2 miles
Comments: Please refer to the website for dates and more information.

Name: Thomas Point Beach Bluegrass Festival
POC: Thomas Point Beach
Address: 29 Meadow Road
City: Brunswick, ME 04011
Phone: 207-725-6009 or 1-877-TPB-4321
E-Mail: summer@thomaspoinbeach.com
WWW Link: http://www.thomaspoinbeach.com
Proximity to site: 2 miles
Comments: Please refer to the website for dates and more information.

Name: Topsham Fair
POC: Julie Wallace
Address: Topsham Fair Grounds
City: Topsham, ME 04086
Phone: 207-725-2735
WWW Link: http://www.topshamfair.org
Proximity to site: 3 miles
Comments: Please refer to the website for more information.

Cultural Attractions

For more information on this subject:

Curtis Library

<http://www.curtislibrary.com>

Besides the attractions listed, a walk (or drive) through the old neighborhoods of Brunswick provides cultural acquaintance with the old mansions of the last century. Though most are post Civil War, there are some homes that were built before the Civil War that are worth looking at. Please refer to the Curtis Library website link above for more information on Cultural Attractions in the Brunswick area.

Name: Bowdoin College Museum of Art
Address: 9400 College Station
City: Brunswick, ME 04011
Phone: 207-725-3275
FAX: 207-725-3762
E-Mail: artmuseum@bowdoin.edu
WWW Link: http://academic.bowdoin.edu/artmuseum
Proximity to site: 1 mile
Comments: Please refer to the website for more information.

Name: Joshua L. Chamberlain Civil War Museum
Address: 226 Maine St
City: Brunswick, ME 04011
Phone: 207-729-6606
WWW Link: http://www.curtislibrary.com/pejepscot.htm
Proximity to site: 2 miles
Comments: Please refer to the website for more information.

Name: Maine Maritime Museum
Address: 243 Washington Street
City: Bath, ME 04530
Phone: 207-443-1316
E-Mail: Maritime@bathmaine.com
WWW Link: http://www.bathmaine.com
Proximity to site: 3 miles
Comments: Please refer to the website for more information.

Name: Maine State Museum
Address: 83 State House Station
City: Augusta, ME 04333
Phone: 207-287-2301
E-Mail: maine.museum@state.me.us
WWW Link: http://www.state.me.us/museum/homepage.asp
Proximity to site: 31 miles
Comments: Please refer to the website for more information.

Recreation Opportunities

For more information on this subject:

Official website of the Maine Office of Tourism

<http://www.visitmaine.com>

There are many recreational opportunities available in the state of Maine. Hunting and fishing are abundant. Hiking is one of the best opportunities with many trails across the state and spectacular trails through Baxter State Park and Acadia National Park. During the winter months, cross-country and down-hill skiing are available at a number of ski resorts across the state. For information about any of these activities, contact MWR or the state tourist board.

Name: Androscoggin River Bicycle Path
POC: Parks & Recreation Department
Address: 30 Federal Street
City: Brunswick, ME 04011
Phone: 207-725-6656
WWW Link: http://www.curtislibrary.com/bikepath.htm
Proximity to site: 1 mile
Comments: The Androscoggin River Bicycle Path was opened in October 1998 and has been in constant use since then by bicyclist, rollerbladers, joggers, and walkers. The path's total one way length starting from Water Street just past the boat launch ramp to the Grover Lane end is 13,940 feet (2.64 miles). Please refer to the website for more information and pictures.

Name: Morale, Welfare, Recreation (MWR)
POC: Information
Address: NASB
City: Brunswick, ME 04011
Phone: 207-921-2113
DSN Phone: 476-2113
E-Mail: sturgis@nasb.navy.mil
WWW Link: http://mwr.nasb.navy.mil
Proximity to site: on site

Name: State Parks
WWW Link: http://www.state.me.us
Comments: For information on Maine State Parks, please visit the Maine State website. Click on Visiting, State Parks, Find Parks & Lands.

Name: Thomas Point Beach
Address: 29 Meadow Road
City: Brunswick, ME 04011
Phone: 207-725-6009 or 1-877-TPB-4321
E-Mail: summer@thomaspontbeach.com
WWW Link: http://www.thomaspontbeach.com
Proximity to site: 2 miles
Comments: Please refer to the website for more information.

Military Related and Civic Organizations

A list of organizations is included in the Record Listing

Name: American Legion Smith Tobey Post
Address: 10 Congress Ave
City: Bath, ME 04530
Phone: 207-443-9178
Proximity to site: 5 miles

Name: American Legion Topsham Post 202
Address: Foreside Rd
City: Topsham, ME 04086
Phone: 207-729-9870
Proximity to site: 2 miles

Name: Chamber of Commerce (Bath & Brunswick)
Address: 59 Pleasant St
City: Brunswick, ME 04011
Phone: 207-725-8797
Proximity to site: 2 miles
Comments: Call here for current list of all civic organizations

Name: Disabled American Veterans
Address: PO Box 3151
City: Togus, ME 04330
Phone: 207-623-5725
Proximity to site: 31 miles

Name: Elks Lodge
Address: Lambard St
City: Bath, ME 04530
Phone: 207-443-9852/6265
Proximity to site: 5 miles

Name: Elks Lodge
Address: 179 Park Row
City: Brunswick, ME 04011
Phone: 207-729-9572
Proximity to site: 2 miles

Name: Fleet Reserve Association Branch 1156
City: Topsham, ME 04086
Proximity to site: 2 miles

Name: Knights of Columbus - Brunswick
Address: Columbus Dr
City: Brunswick, ME 04011
Phone: 207-729-6552
Proximity to site: 2 miles

Name: Knights of Columbus Hall
Address: 807 Middle
City: Bath, ME 04530
Phone: 207-443-9801
Proximity to site: 5 miles

Name: Retired Officers Association of Southern Maine
POC: Admiral Rybyki, USCG, Ret
City: Portland, ME 04011
Phone: 207-781-3427
Proximity to site: 26 miles

Shopping

Shopping in Maine is much quieter than in the big cities. The 2 largest malls are 30 minutes away. Strip malls and home based businesses are common. Many area restaurants are seasonal - they close for the winter.

Name: Auburn Mall
Address: 550 Center Street
City: Auburn, ME 04210
Phone: 207-786-2977
WWW Link: http://www.auburnmall.com
Proximity to site: 25 miles
Comments: Auburn Mall is a single-level shopping center. It's stores include JCPenney and Porteous and a number of smaller stores. For more information, please refer to the website.

Name: Cook's Corner
Address: Bath Road and Route 24
City: Brunswick, ME 04011
Proximity to site: 1/4 mile
Comments: Cook's Corner is the part of Brunswick where the base is located. Many stores and restaurants surround this area, including Sears, Walmart, Bookland, Ames, Denny's, and Applebee's.

Name: Freeport Shopping District
Address: US 1 and Interstate 95
City: Freeport, ME
Proximity to site: 10 miles
Comments: There are scores of factory outlets and specialty stores including Freeport's most famous, L.L.Bean.

Name: Maine Mall
Address: 364 Maine Mall Road
City: South Portland, ME 04106
Phone: 207- 828-2063
FAX: 207-774-6813
WWW Link: http://www.mainemall.com
Proximity to site: 30 miles
Comments: The Maine Mall is the largest mall in the area. The major stores are Sears, JCPenney, Filene's, Macy's, and Best Buy. Please refer to the website for more information.

State and Community Social Service Agencies

For General Assistance help covering such areas as food stamps and housing costs, each town has their own human services or welfare department. Since winters are so cold and long, financial help is frequently needed to assist with heating costs. For further help in this area, contact the Information & Referral person at the Fleet and Family Support Center at 207-921-2273 or DSN 476-2273.

Name: Brunswick Department of Human Services
POC: Director
Address: 28 Federal St
City: Brunswick, ME 04011
Phone: 207-725-6661
Proximity to site: 2 miles
Comments: Application for General Assistance such as Food Stamps and help with Housing costs occurs here. They are open from 0745-1515

Name: Information and Referral
POC: Ruth Finkle
Address: Fleet and Family Support Center
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: Finkle@nasb.navy.mil
Proximity to site: on site

Name: Public Welfare
Address: 55 Front
City: Bath, ME 04530
Phone: 207-443-8335
Proximity to site: 5 miles

Name: State of Maine Human Services Dept
City: Augusta, ME
Phone: 1-800-452-1999
Proximity to site: 31 miles

Name: WIC (Program for Women, Infants, and Children)
Address: 24 Wing Farm Parkway
City: Bath, ME 04530
Phone: 207-442-7963
Proximity to site: 5 miles

Name: Welfare Dept
Address: 22 Elm
City: Topsham, ME 04086
Proximity to site: 207-725-1725

Non-Profit Social Service Agencies

Check the Record Listing for these agencies.

Name: American Cancer Society-Maine Div Inc
Address: 52 Federal St
City: Brunswick, ME 04011
Phone: 207-729-3339 or 1-800-464-3102
Proximity to site: 2 miles

Name: First Call Mid Coast
City: Bath, ME 04530
Phone: 207-443-8952 or 1-800-269-1150
Proximity to site: 5 miles`
Comments: Information and referral for most social services

Name: Navy-Marine Corps Relief Society
Address: Box 25
City: Brunswick, ME 04011
Phone: 207-921-2679/2414
DSN Phone: 476-2679/2414
Proximity to site: on site

Name: United Way of Mid Coast Maine, Inc
Address: 34 Wing Farm Pkwy
City: Bath, ME 04530
Phone: 207-443-9752
Proximity to site: 5 miles

Religious Activities

Religious services performed on the base every Sunday include Protestant and Catholic services. The chaplains have a list of all the churches in the area for your convenience.

CROSS REFERENCE: Category SUPPORT SERVICES, Related Subject, Chapel Services and Programs for information on the installation

Name: NAS Chapel
Address: Box 17
City: Brunswick, ME 04011
Phone: 207-921-2220/2231
DSN Phone: 476-2220/2231
Proximity to site: on site
Comments: Catholic and Protestant services

Community Transportation

For bus service from Brunswick to areas outside of Brunswick, contact the Stowe Travel for information. There is no on-base transportation but there is a 3/Town shuttle listed below that picks up close to the main base and stops close to the annex. Call them for information on the scheduled stops.

CROSS-REFERENCE- Category INSTALLATION, Subject Area, TRANSPORTATION.

Name: 3/Town Connector Service
City: Bath, ME 04530
Phone: 207-443-8371
Proximity to site: 5 miles
Comments: Cost and schedule can be obtained by calling referenced number

Name: Mid-Coast Limo
Phone: 1-800-937-2424
Comments: Daily van service to and from Portland Jetport. Reservations are required

Name: Vermont Transit Lines
Address: 9 Pleasant St
City: Brunswick, ME 04011
Phone: 207-729-5301
Proximity to site: 2 miles
Comments: Call to get the bus schedule. There are several buses that arrive and depart Brunswick daily.

Education

Education Overview

Children of Active Duty members stationed in Brunswick attend the local schools in Brunswick, Topsham, Bath, or in the community where they live if not in one of these three. There are no primary or secondary schools on the base. Since these towns are in different school districts, the regulations and requirements are somewhat different in each one.

Those members or teenagers wanting to attend college have a number of choices in the area including New Hampshire College located on the base. All of these schools will be listed in the following record listings.

Name: Navy College
Address: Bldg 20 Rm 140
City: Brunswick, ME 04011
Phone: 207-921-2122
DSN Phone: 476-2122
E-Mail: alderete@nasb.navy.mil
Proximity to site: on site

Public and DODDS Schools

For more information on this subject:
Maine Department of Education website
<http://www.state.me.us/education/homepage.htm>

There are no Department of Defense schools located here.

The public school systems serving the region are varied because the Midcoast Maine region is a balanced mix of relatively large municipalities and smaller, rural communities. In the larger towns and cities, municipal systems serve and are operated by a single city or town although they may admit students from other towns on a tuition basis when they have space. School Unions serve several towns with a consolidated administration; however, each town has its own elected school board. Several towns comprise School Administrative Districts (SAD), with a single administration and a single school board. On a SAD school board each town is represented in proportion to its population.

Vocational education is offered as a separate program within some high schools, or in vocational regions in which several school districts share the responsibility for the vocational program, with elected

representatives on the board of directors of the vocational district.

The following school administrative units serve the Bath-Brunswick Region:

Name: Bath School District
POC: William Michaud, Superintendent
Address: 39 Andrews Road
City: Bath, ME 04530
Phone: 207-443-6601
E-Mail: bathsupt@horton.col.k12.me.us
WWW Link: http://www.col.k12.me.us/bath
Proximity to site: 5 miles
Comments: Bath School District has a kindergarten center, 2 elementary, 1 middle, and 1 high school. For more information, please refer to the website.

Name: Brunswick School District
POC: James Ashe, Superintendent
Address: 35 Union St
City: Brunswick, ME 04011
Phone: 207-729-4148
E-Mail: jashe@brunswick.k12.me.us
WWW Link: http://www.brunswick.k12.me.us/
Proximity to site: 2 miles
Comments: Brunswick School District has 4 elementary, 1 middle, and 1 high school. For more information, please refer to the website.

Name: Maine School Administrative District 75
POC: Michael Wilhelm, Superintendent
Address: 50 Republic Ave
City: Topsham, ME 04086
Phone: 207-729-9961
E-Mail: mike_wilhelm@link75.org
WWW Link: http://www.link75.org/
Proximity to site: 3 miles
Comments: SAD 75 serves the communities of Topsham, Bowdoin, Bowdoinham, and Harpswell. These four communities have 6 elementary, 1 middle, and 1 high school. For more information, please refer to the website.

Private Schools

All the private schools charge tuition. To get the latest tuition costs, call the telephone number provided.

Name: St. Johns Parochial Grades K-8
POC: Admin Office
City: Brunswick, ME 04011
Phone: 207-725-5507
Proximity to site: 1 mile

Name: Hyde School Grades 9-12
POC: Admin Office
Address: High St
City: Bath, ME 04530
Phone: 207-443-5584
Proximity to site: 8 miles

Name: Seventh Day Adventist School
POC: Admin Office
Address: Pownal Rd
City: Freeport, ME
Phone: 207-865-4747
Proximity to site: 10 miles

Name: Fairhaven Christian Academy
POC: Admin Office
Address: Grover Ln
City: Brunswick, ME 04011
Phone: 207-725-7676
Proximity to site: 2 miles

Name: Wiscasset Christian Academy K-12
POC: Admin Office
Address: Beechnut Hill Rd
City: Wiscasset, ME 04578
Phone: 207-882-6941

Colleges and Universities

New Hampshire College has a contract with the Navy to provide classes on the Naval Air Station. In order to become a Servicemen's Opportunity school, they must have more liberal transfer credit policy and be more flexible in their offerings. For details on the on-base education and the local colleges and universities, contact the Navy Campus Advisor.

Name: Bowdoin College
POC: Admin Office
Address: Maine St
City: Brunswick, ME 04011
Phone: 207-725-3000
Proximity to site: 2 miles

Name: New Hampshire College
POC: Admin Office
Address: Bldg 20, NASB
City: Brunswick, ME 04011
Phone: 207-725-6486 or 207-729-9238
Proximity to site: on site

Name: Site Education Office
POC: Navy Campus Advisor
Address: Bldg 20, NASB
City: Brunswick, ME 04011
Phone: 207-921-2122 or DSN 476-2122`
Proximity to site: on site

Name: University of Maine Bath/Brunswick campus
POC: Admin Office
Address: 275 Old Bath Rd
City: Brunswick, ME 04011
Phone: 207-725-8620
Proximity to site: 1/2 mile

Name: University of Southern Maine
POC: Admin Office
City: Portland, ME 04101
Phone: 207-780-5670
Proximity to site: 26 miles

Adult or Continuing Education

There is no program on the base for an individual to get a GED. Any Active Duty member or spouse would have to go to one of the local schools to take the courses for certification. For any information concerning GED, high school diploma, etc, contact the Navy Campus Advisor.

Name: Site Education Office
POC: Navy Campus Advisor
Address: Bldg 20, NASB
City: Brunswick, ME 04011
Phone: 207-921-2122 or DSN 476-2212
Proximity to site: on site

Name: School Administrative District 75 (SAD)
POC: Admin Office
Address: Mt Ararat School
City: Topsham, ME 04086
Phone: 207-729-7323
Proximity to site: 3 miles
Comments: For more information, call afternoon to evening, Monday through Thursday.

Name: Bailey Evening School
POC: Admin Office
Address: 826 High St
City: Bath, ME 04530
Phone: 207-443-8255
Proximity to site: 5 miles
Comments: Evenings only

Special Education

The Point of Contact for enrolling in the Exceptional Family Member program is HMC Bewell from the Branch Medical Clinic at 207-921-2991. For other information concerning EFM, contact the Information & Referral at the Family Service Center at 207-921-2273.

Name: Brunswick School District
POC: Admin Office
Address: 35 Union St
City: Brunswick, ME 04011
Phone: 207-729-4148
Proximity to site: 2 miles

Name: MSAD 75
POC: Admin Office
Address: 1 Main St
City: Topsham, ME 04086
Phone: 207-729-9961
Proximity to site: 3 miles

Name: Bath School District
POC: Admin Office
Address: 2 Sheridan Rd
City: Bath, ME 04530
Phone: 207-443-6601
Proximity to site: 5 miles

Name: Child Development Services - Search
POC: Mary Gray
Address: 5 Paul Street
City: Brunswick, ME 04011
Phone: 207-725-6365
Proximity to site: 2 miles
Comments: Services to children 0-5 with special needs. Developmental screenings, family education and support, case management. Provide consultation to preschools, daycare centers for caring for children with special needs.

Name: Branch Medical
POC: EFM program - HMC Bewell
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2991 or DSN 476-2991
Proximity to site: on site

Employment

Employment Overview

For job hunting purposes, be sure to bring with you all employment records and information, resumes, OF-612, transcripts, certificates, licenses, SF-50.

These are the main sources of employment at NAS Brunswick.

FEDERAL CIVIL SERVICE POSITIONS - Civil service is the on-base employer, presently providing jobs for approximately 475 people. If you are interested in civil service positions, contact the Human Resources Office located in Building 250 on the Naval Air Station and can be reached by calling 207-921-2271/2818 or DSN 476-2271. NON-FEDERAL CIVIL SERVICE POSITIONS (NAF). There are approximately 150 Non-appropriated Fund (NAF) positions on the base at present. Most of those are divided between Morale, Welfare, Recreation (MWR), Bldg 211, Naval Air Station, 207-921-2382 or DSN 476-2382 and the Navy Exchange. The personnel Section at 207-921-2387 or DSN 476-2387 of Navy Exchange accepts applications for employment or can answer questions about employment with the exchange.

Job prospects are good in the Health Care related fields and Computer fields. Prospects are fair as Retail Clerks, Fast Food employees, and in Clerical fields. Job prospects are poorest in the management fields.

However, there are jobs out there for those who are persistent and prepared for the market.

Contact the Spouse Employment Assistance Program person at the Fleet and Family Support Center, 207-921-2273 or DSN 476-2273 as soon as you receive your orders and as soon as you arrive in Brunswick. Call and make an appointment. He will assist you in establishing your goals and provide you with necessary training to help you get a job.

If you will separate or retire from the Navy during or upon completion of your tour in Brunswick, the Transition team at the FFSC will provide you with some training to help you get a job. Contact the Transition office at 207-921-2273 or DSN 476-2273 as soon as you know about your status.

Name: Spouse Employment Assistance Program (SEAP)
POC: Bill Barber
Address: FFSC, 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
Proximity to site: on site
Comments: The SEAP is well versed in employment procedures, able to assist with resumes and can provide interviewing tips to guide spouses toward the goal of getting employed. Spouses can even call the SEAP before leaving the last duty station to get a "feel" for what is available in the Brunswick area.

Federal Civilian Employment for Spouses

Spouse employment preference is a preference for employment in the DOD appropriated fund civilian positions for which the military spouse is best qualified at grade levels GS-5 through GS/GM-15 (or equivalent wage system positions). Preference for NAFI positions is at grades UA-8 and below (and equivalent positions) and for those jobs paid at an hourly rate. Depending on qualifications and experience, the spouse is afforded serious consideration for competitive civil service vacancies.

If the spouse has previous government work experience, preference can be exercised up to the highest grade level ever held. Spouses of active duty military personnel of the DOD with personal civil service status (i.e. current career or career-conditional employees, reinstatement eligibles) should apply to the Human Resource Office for available positions.

Name: Human Resources Office
POC: Spouse Employment
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2271/2818
DSN Phone: 476-2271/2818
Proximity to site: on site
Comments: Most of the recruiting actions for NASB have been centralized in Philadelphia. Questions concerning any recruiting or placement issues should still be addressed to the local HRO in Brunswick. Please call to find out the hours the HRO is open

Permanent Employment Resources

Several of the agencies listed in the temporary employment services list also hire permanent employees. Always check with any employment agency to see who pays the fee. Usually the hiring company will pay the fee but not always. Sometimes the customer, you, are required to pay. That payment usually comes out of the first month pay and is a sizeable amount. Your best bet is to deal only with the agencies that require prospective employers to pay the fee and not you.

Name: Career Center
POC: John Poutree
Address: 34 Wing Farm Pkwy
City: Bath, ME 04530
Phone: 207-442-0300
Proximity to site: 5 miles
Comments: For full service with a counselor, the customer should be in the center by 1430.

Name: International Nurses Alliance
Address: RR5 Box 2635
City: Brunswick, ME 04011
Phone: 207-729-5895
Proximity to site: 2 miles
Comments: Registered Nurses only

Name: Spouse Employment Assistance Program (SEAP)
POC: Bill Barber
Address: FFSC, 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617 or DSN 476-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
Proximity to site: on site

Name: Transition Assistance Program
POC: Michael LaRoche
Address: FFSC, 400 Foxtrot Ave, NAS
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
Proximity to site: on site
Comments: If Active Duty are retiring or considering separation from the service, contact the Transition Office to get assistance with job preparation and job search.

Temporary Employment Resources

There are a number of temporary services in the Brunswick area as well as in Lewiston-Auburn and Portland besides the ones listed here. Regardless of which service you use, always check, even with temporary services, to see who pays the fee. It is sometimes charged to the customer who is you. Many services, however, charge prospective employers and not the prospective employee.

Name: Best Employment Services
Address: 58 York St
City: Portland, ME 04101
Phone: 207-874-0055
Proximity to site: 26 miles
Comments: They are industrial specialists. They handle temporary and permanent positions in warehouse, assembly, waterfront, construction, and food processing.

Name: Bonney Staffing & Training Centers
Address: 216 Bath Rd
City: Brunswick, ME 04011
Phone: 207-725-1184
FAX: 207-725-1169
Proximity to site: 2 miles

Name: Career Prospects
Address: 643D Lewiston Road
City: Topsham, ME 04086
Phone: 207-373-0488
FAX: 207-373-0479
Proximity to site: 5 miles

Name: Delta Staffing, Inc
Address: PO Box 170
City: Yarmouth, ME 04096
Phone: 207-865-0071
FAX: 207-865-0072
Proximity to site: 15 miles
Comments: Technical Contract Services

Name: Manpower Temporary Services
Address: 95 Main St
City: Auburn, ME 04210
Phone: 207-784-9353 or 1-800-539-9353
Proximity to site: 25 miles

Name: Manpower Temporary Services
Address: 70 Center St
City: Portland, ME 04101
Phone: 207-774-8258
FAX: 207-774-4404
Proximity to site: 26 miles
Comments: They handle temporary positions in secretarial, data entry, word processing, and light industrial fields. There is no fee to the applicant.

Non-Paid or Volunteer Opportunities

Besides the departments on the base, there are several establishments that use volunteers in the Social & Human Services arena such as crisis centers, Red Cross, nursing homes, etc. Those services are listed in the yellow pages of each town's telephone directory and are always interested in talking to those who want to volunteer.

Remember too that the Fleet and Family Support Center is always looking for volunteers for our programs. Any time you volunteer, you increase your chances of getting a permanent paying job either with the organization where you volunteer or because of the good job training you may be getting through your volunteer job.

Name: Fleet and Family Support Center
POC: Mary Hipkins
Address: 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: hipkins@nasb.navy.mil
Proximity to site: on site

Name: Mid-Coast Hospital
POC: Director's office
Address: 329 Maine St
City: Brunswick, ME 04011
Phone: 207-729-1641
Proximity to site: 3 miles

Name: Parkview Hospital
POC: Annie O'Rourke
Address: 329 Maine St
City: Brunswick, ME 04011
Phone: 207-729-1641

Name: Site Volunteer Coordinator
POC: Individual Departments
Address: Naval Air Station
City: Brunswick, ME 04011
Proximity to site: on site
Comments: There may be volunteer positions with any of the departments on the base. Contact them individually to find out.

Chambers of Commerce

For more information on this subject:
Midcoast Maine Home Page
<http://www.midcoastmaine.com>

Once separate, the two prominent chambers of commerce of Bath and Brunswick have now joined as one.

Name: Bath/Brunswick Chamber of Commerce
Address: 59 Pleasant St
City: Brunswick, ME 04011
Phone: 207-725-8797
E-Mail: ccbr@horton.col.k12.me.us
Proximity to site: 2 miles

Private Sector Employment

The following is a partial list of the local private sector employers in the Bath/Brunswick area. For more information, contact the Spouse Employment person at the Fleet and Family Support Center or the Maine Job Service. Remember, at any one time, some of these employers may not be hiring.

Name: Bath Iron Works
POC: Personnel
Address: 700 Washington St
City: Bath, ME 04530
Phone: 207-443-3311
Proximity to site: 5 miles
Comments: The largest employer in the state of Maine.

Name: Bowdoin College
POC: Personnel
Address: Maine St
City: Brunswick, ME 04011
Phone: 207-725-3837
Proximity to site: 2 miles

Name: L.L. Bean
POC: Personnel
Address: Casco St
City: Freeport, ME 04032
Phone: 207-865-4761, ext 6333
Proximity to site: 10 miles
Comments: One of the largest employers in the state. They have their main store in Freeport but have other facilities in Brunswick and Portland

Name: MBNA
Address: 5 Industrial Pkwy
City: Brunswick, ME 04011
Phone: 207-798-3503 or 1-800-645-6682

Name: Mid-coast Hospital
POC: Personnel
Address: Baribeau Drive
City: Brunswick, ME 04011
Phone: 207-729-0181
Proximity to site: 3 miles

Name: Parkview Hospital
POC: Personnel
Address: 329 Maine St
City: Brunswick, ME 04011
Phone: 207-729-1641
Proximity to site: 2 miles

Government Employment

CROSS-REFERENCE: Category EMPLOYMENT,
Subject Area OVERVIEW.

Name: Human Resources Office
POC: Brunswick
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2818
DSN Phone: 476-2818/2271
Proximity to site: on site
Comments: Check with HRO for hours of operation. The Brunswick local HRO office does not provide full HRO services now that the HROs are regionalized in Philadelphia. For information concerning job opportunities however, you may still contact the local office for further instructions about how to apply for local government jobs.

Name: Maine Job Service
POC: any counselor
Address: 310 Bath Rd
City: Brunswick, ME 04011
Phone: 207-721-1420
Proximity to site: 1 mile

Name: Morale, Welfare, Recreation (MWR)
POC: Personnel
Address: Bldg 211, NASB
City: Brunswick, ME 04011
Phone: 207-921-2382 or DSN 476-2382
Proximity to site: on site

Name: Navy Exchange
POC: Personnel
Address: 800 Burbank Ave, NAS
City: Brunswick, ME 04011
Phone: 207-921-2387 or DSN 476-2387
Proximity to site: on site

Name: Office of Personnel Management
Address: 600 Arch St, Room 3256
City: Philadelphia, PA 19106
Phone: 215-597-7035/7440
Proximity to site: approximately 450 miles

Professional or Occupational Licensing

Contact the following organizations if you are looking for professional or occupational licensing.

Name: Practical Nurse
POC: State of Maine Nursing Board
Address: 35 Anthony Ave, State House Station 158
City: Augusta, ME 04333
Phone: 207-287-1133
Proximity to site: 31 miles

Name: Registered Nurse
POC: State of Maine Nursing Board
Address: 35 Anthony Ave, State House Station 158
City: Augusta, ME 04333
Phone: 207-287-1133
Proximity to site: 31 miles

Name: Teacher Certification
POC: State of Maine Education Dept
City: Augusta, ME 04330
Phone: 207-287-5944
Proximity to site: 31 miles

Name: Child Care
POC: State of Maine Human Services
City: Augusta, ME 04330
Phone: 207-287-5060
Proximity to site: 31 miles

Name: Home Business
POC: Town or City Manager of your residence

Name: Real Estate
POC: State of Maine Professional & Financial Regulation Dept
City: Augusta, ME 04330
Phone: 207-624-8603
Proximity to site: 25 miles

Name: Cosmetology
POC: State of Maine Cosmetology
City: Augusta, ME 04330
Phone: 207-624-8603
Proximity to site: 25 miles

Name: Social Work
POC: State of Maine Counselling Professionals Board
City: Augusta, ME 04330
Phone: 207-624-8603
Proximity to site: 25 miles

Networking Opportunities

The number one way to get a job is by networking. What is networking? It is using your contacts, be

they family or friends or even acquaintances, to assist you in getting a job. Note that this is use not abuse. Any of these individuals can give you information about job openings where they work or even recommend you for a job to someone they know. They may just give you some insight about a certain position and what it takes to fill the job. They may be able to introduce you to someone who can help you. Anyway others can help you get "your foot in the door" is a great help to you while job hunting. Don't fail to appreciate what others do for you. This applies to spouses or those transitioning out of the service.

Join your professional organizations such as the Non-Commissioned Officers Association (NCOA) for separated or retired enlisted personnel or The Retired Officers' Association (TROA) for officers. If you are a spouse of Active Duty, join your organization such as the professional nurses associations. Your church, civic organizations, etc are good ways to meet people and do some networking. You can and should network even if you are not presently looking for a job. You never know when knowing someone might help you in the future.

Medical And Dental

Medical and Dental Overview

The Naval Air Station at Brunswick, Maine has an outpatient clinic on base. There is no Medical Treatment Facility (inpatient) here or in the general area. TRICARE Prime members are treated at the clinic or sent either to a local hospital for treatment if any emergency occurs.

TRICARE Standard members may be treated at the Branch Medical clinic on a space available basis only. Beneficiaries enrolled in the Martin's Point TRICARE program are not eligible for care in the Branch Medical Clinic.

TRICARE Prime members can get X-rays, hearing tests, eye exams, and lab work done at the clinic. They also can be treated for minor illnesses but will be referred to a civilian hospital (for emergencies).

The Branch Medical clinic does have one late evening, Wednesday until 2000 hours. The clinic's First Aid Station provides care for acute medical conditions 24 hours a day, 7 days a week.

The Dental clinic will treat Active Duty in the areas of Endodontics and General Dentistry such as filling and pulling teeth. If any dental specialty is required, member will be referred to nearest specialized dental facility. Family members must be enrolled in the Family Member Dental Program.

Name: Branch Medical Clinic
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2243
Proximity to site: on site
Comments: Hours are 0700-1600 Monday, Tuesday, and Friday. Hours on Wednesday are 0700-2000. Hours on Thursday are 0700-1300. Clinic is closed on holidays.

Medical Services/Directory - on Installation

All TRICARE Prime members will be seen on an appointment basis, unless urgent or emergency problem, please call 1-888-999-5195. TRICARE Standard members may be seen same day on a space available basis only. Clinic does see children of all ages. Branch Medical Clinic has First Aid Station capability only after working hours.

The DSN for Brunswick is (476).

Medical Services/Directory - on Installation

<i>Clinic</i>	<i>POC</i>	<i>Number</i>
Appointments		888-999-5195
Business/Managed Care		207-921-2252/2352
Dental Clinic		207-921-2530
Emergency-Ambulance Service - base housing		911
Emergency-Ambulance Service on base		207-921-3333
Exceptional Family Member (EFM)		207-921-2956
FAX # (clinic information)		207-921-2992
Family Advocacy (FSC)		207-921-2411
First Aid Station		207-921-2991
Health Benefits Advisor		207-921-2901
Immunization Clinic		207-921-2956
Information		207-921-2991
OIC		207-921-2543/2662
Optometry		207-921-2506
Pharmacy (Clinic)		207-921-2957
Prescription Refills		207-921-2989
Radiology		207-921-2951

Health Benefits Advisor, Wellness, and CHAMPUS/TRICARE Programs

The Branch Clinic offers the services of doctors, three P.A.'s, and four flight surgeons for the squadrons. Optometry, physical exams, immunization, physical therapy, pharmacy, medical records office, managed care, occupational health, lab, x-rays are all available.

Patients are seen by appointment only (this cuts down on confusion and is more efficient). Please make sure that you are on time for your appointment arriving 20 minutes early. The telephone number is 1-888-999-5195 during clinic hours. Clinic hours are Monday, Tuesday, and Friday 0700 to 1600, Wednesday 0700-2000, and Thursday 0700 to 1300. If you should get sick after hours, call the Chief of the Day at 921-2991. Should you have an emergency which is life or limb threatening, please go the nearest emergency room and call the toll free number and the COD. The clinic needs to put a referral in for your care so the bill gets paid. Please make sure if you need a medical record for an appointment out in town on Friday that you pick it up before 1300 on Thursday.

For all new people checking into our base, please come by and see the Health Benefits Advisor or call the HBA at (207)921-2901 or DSN 476-2901. The HBA has the enrollment forms required for Tricare

Prime. Keep in mind that all Active Duty personnel are now on Tricare Prime and must complete an enrollment/change form.

Eligible beneficiaries (other than active duty) have a choice to make. They can elect to remain TRICARE Standard or to enroll in TRICARE Prime.

The clinic does see TRICARE Standard members on a space available basis. TRICARE Standard members can call 1-888-999-5195 for an appointment. School and sports physicals are scheduled by the clinic by calling 921-2243.

There is another designated provider of TRICARE Prime that family members may choose - The Uniformed Services Family Health Plan (USFHP) at Martin's Point. Martin's Point has a facility in Brunswick providing family practice and pediatric Primary Care Providers (PCPs), on-site lab, Health Education Classes, as well as other services. The facility is open for appointments Monday-Friday 7am-6pm, Saturday 10am-2pm, and Sunday 10am-2pm (pediatrics). Martin's Point has a network of over 105 PCPs, over 600 specialists, and 9 hospitals throughout Maine and New Hampshire. For more information, visit the website listed below.

DENTAL-The Health Benefits Advisor maintains a list of dentists who participate in the Tricare Active Duty Family Member Dental Plan. A single person participation costs \$8.00 per month or \$20.00 per

month for a family of two or more. The word "TRICARE" on the LES is for dental not medical.

Remember to call the Health Benefits Advisor to request information for Martin's Point and/or TRICARE. The number is (207)-921-2901 or DSN 476-2901.

All family members must be enrolled in DEERS to be eligible for a health care plan. The Active Duty member must go to the Personnel Support Detachment (PSD) and ensure that each family member is on the Page 2 in the records. That information should be updated anytime there is a change in family status.

Name: Branch Medical Clinic
POC: Health Benefits Advisor
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2901 or DSN 476-2901
Proximity to site: on site
Comments: Hours on Monday, Tuesday, and Friday are 0700-1600, Wednesday, 0700 to 2000 hours and Thursday, 0700-1300

Name: Branch Medical Clinic
POC: Smoking Cessation
Address: Bldg 211, NASB
City: Brunswick, ME 04011
Phone: 207-921-2188 or DSN 476-2188
Proximity to site: on site
Comments: Smoking cessation clinics are normally offered once a month

Name: Branch Medical Clinic
POC: Dieting-Nutrition
Address: Bldg 211, NASB
City: Brunswick, ME 04011
Phone: 207-921-2188
Proximity to site: on site
Comments: Classes are offered periodically and include other topics such as Controlling Cholesterol, Weight Management, Hypertension, etc.

Name: CHANS Home Health Care
POC: Community Health Nurse
Address: 50 Baribeau Dr
City: Brunswick, ME 04011
Phone: 207-729-6782
Proximity to site: 3 miles
Comments: Families who deliver at Mid-Coast or Parkview Hospitals and reside in Bath or Brunswick are eligible for one home visit by a nurse. For other services offered, please call the referenced number.

Name: State of Maine
POC: Public Health Nurse
Address: Outer Congress
City: Bath, ME 04530
Phone: 207-443-2772
Proximity to site: 5 miles
Comments: Families who deliver at Mid-Coast or Parkview Hospitals are eligible for one home visit by a nurse if they live in Sagadahoc County (other than Bath or Brunswick). Public Health Nurses offer free Well-Baby clinics and other programs. Please call the referenced number for information.

Name: The Uniformed Services Family Health Plan (USFHP) at Martin's Point
WWW Link: http://www.martinspoint.org

Community Hospitals

There are several options for medical care outside of the Naval Air Station. Those options are listed in Record Listing.

Name: Martin's Point
Address: 6 Farley Rd
City: Brunswick, ME 04011
Phone: 207-725-8079 or 1-800-479-8079
Proximity to site: 1 mile

Name: Martin's Point Health Care (USFHP)
POC: USFHP Representative
Address: 207 Gannett Drive
City: South Portland, ME 04106
Phone: 207-828-2436 or 1-800-322-0280
Proximity to site: 26 miles

Name: Mid Coast Hospital
POC: Admin Office
Address: 1356 Washington St
City: Bath, ME 04530
Phone: 207-443-5524
Proximity to site: 5 miles

Name: Mid Coast Hospital - Ambulatory Services
POC: Admin Office
Address: 58 Baribeau Drive
City: Brunswick, ME 04011
Phone: 207-729-0181
Proximity to site: 3 miles

Name: Parkview Hospital
POC: Admin office
Address: Maine St
City: Brunswick, ME 04011
Phone: 207-729-1641
Proximity to site: 2 miles

Dental Services/Directory - on Installation

If a dental emergency occurs during the normal working hours, call the emergency number listed. If the emergency occurs after normal working hours, call the Officer of the Day at the NASB who will give appropriate directions. For normal appointments, call the central appointment number listed. The DSN number is (476).

Dental Services/Directory - on Installation

<i>Clinic</i>	<i>POC</i>	<i>Number</i>
Branch Medical	Health Benefits Advisor	207-921-2901
Dental Clinic		207-921-2530
Dental Clinic	Admin Office	207-921-2450
Dental Clinic (after hours)	Officer of the Day	207-921-2214

Family Member Dental Plan

The family member dental plan is called United Concordia TRICARE Active Duty Family Member Dental Plan. The monthly premium for an individual enrollment is \$8.53. The monthly premium per family is \$21.33. There is a limit of \$1000 per contract year. The plan pays for 100% of cleaning, 80% for fillings, 60% for oral surgery, and 50% for crowns. Ofcourse, this applies only to those participating dentists. The Dental Clinic and the HBA maintain an updated list of dentists who are participating. It is important to know that General Anesthetic is not covered in the plan. There is a \$1200 life-time limit on braces for family members 19 years old and under. This limit will be paid in installments and there are payment plans available.

For information concerning the dental plan, call the HBA at 207-921-2901 or DSN 476-2901.

Name: Branch Medical
POC: Health Benefits Advisor
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2901 or DSN 476-2901
Proximity to site: on site

Housing

Housing Overview

Once orders are received, arrangements for future housing can begin. Your local housing office can help by providing up-to-date details about government housing and information about the real estate market in your new community. Local housing can supply you with the housing application and a printout of PCS House giving you general and some specific information about the Brunswick area.

As soon as you arrive in Brunswick, get checked in at the Brunswick Housing office even if you do not plan to live in government housing.

Name: Housing Referral Office
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2370/2510 or DSN 476-2370
WWW Link: http://www.housing.navy.mil
Proximity to site: on site
Comments: Check in with the Housing office as soon as you arrive in Brunswick. The following is another number for housing: 1-800-772-8312

Housing Allowances

The new term given to what use to be VHA is now Basic Allowance for Housing (BAH). Those rates are as follows:

WITH DEPENDENTS	WITHOUT DEPENDENTS	WITH DEPENDENTS
E-1 \$475.00	\$396.00	01E \$752.00
\$566.00		
E-2 475.00	396.00	02E 822.00
661.00		
E-3 475.00	396.00	03E 877.00
734.00		
E-4 478.00	396.00	
E-5 604.00	437.00	W-1 \$667.00
524.00		
E-6 686.00	468.00	W-2 786.00
629.00		

E-7 736.00	516.00	W-3 677.00
677.00		
E-8 769.00	592.00	W-4 929.00
793.00		
E-9 871.00	664.00	W-5 992.00
838.00		
0-1 \$615.00	\$468.00	
0-2 701.00	571.00	
0-3 794.00	670.00	
0-4 986.00	832.00	
0-5 1077.00	884.00	
0-6 1088.00	907.00	
0-7 1107.00	930.00	

ENLISTED COMRATS: \$7.50 PER DAY

Housing Allowances

Housing allowance information is available from the Per Diem, Travel and Transportation Allowance Committee's Web Site:	
Rates and Allowances Home Page	http://www.dtic.mil/perdiem/rateinfo.html
Basic Allowance for Housing	http://www.dtic.mil/perdiem/bah.html
Overseas Housing Allowance	http://www.dtic.mil/perdiem/aloooha.html

Government Housing

Application must be made on DD 1746 and must be submitted to the Family Housing Office with a complete copy of orders and a page two by mail, FAX or in person. Application may be made anytime following receipt of permanent change of station orders, but placement on the waiting list (effective date of application) will be member's detachment date from his previous duty station. If application is received 30 days after reporting to new permanent duty station, the effective date of application will be the date the application is received by the housing office.

Enlisted Housing:

Category 638 Units

BEQ 880 Beds

Officer Housing:

Category 118 Units

BOQ 76 Rooms

Mobile Home Spaces: 28

Name: Housing Referral Office
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2370/2524/2510 or DSN 476-
WWW Link: http://www.housing.navy.mil
Proximity to site: on site

Name: Naval Air Station
POC: Billeting Office
Address: NASB
City: Brunswick, ME 04011
Phone: see comments
Proximity to site: on site
Comments: BEQ, Bldg 211, 207-921-2245 or DSN 476-2245 BOQ, Bldg 512, 207-921-2386 or DSN 476-2386 open 24 hours

Name: Temporary Lodging
POC: Navy Lodge
Address: Building 31
City: Brunswick, ME 04011
Phone: 207-921-2206 or 725-6268
DSN Phone: 476-2206
Proximity to site: 3 miles
Comments: The Navy Lodge charges a flat rate of \$35 a room. Check in is between 1500-1800. If arrival will be between 0800-2000, a room can be reserved on a credit card. If pickup of key is after 2000, the Quarterdeck will have the key

Community Housing

If you want to look at the housing market (renting or buying) in the Brunswick area, ask your sponsor to either send you a copy of the real estate section of the yellow pages of the telephone book or send some local information.

Make sure that you check with the Housing office before you rent or buy to insure that you have all the correct information. The housing office has listings to rent or buy and they can better direct you about how to go about finding a place. The Housing office number is 207-921-2370, DSN 476-2370, or 1-800-772-8312.

The prices listed below are average rental and buying prices for the Brunswick area. These figures change frequently so check with the Housing office for more up to date prices. Remember that electric heating can be very expensive. Again, oil prices, especially, fluctuate greatly from month to month

Housing: Aver. Apt Rent Ave Home Rent

1 BR	\$435	\$600
2 BR	550	725
3 BR	590	800
4 BR	650	875

(must add on utilities costs)

Home Purchase Mobile Home Purchase

2 BR	\$108K	\$20-30K
3 BR	125K	30-40K

4 BR 90-140K NA

Name: Housing Referral Office
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2370/2524/2510 or DSN 476-
WWW Link: http://www.housing.navy.mil
Proximity to site: on site

Utilities

There are deposits and hook-up fees required in some cases before utility companies will connect you. Included below are the latest charges as of Sep 1998. Please call for yourself to verify charges before you ask for utility hookup to ensure that rates have not changed.

Name: Bath Water District
Address: 1 Lambard St
City: Bath, ME 04530
Phone: 207-443-2391
Comments: Rate-Cost: from 1-300 cu ft is \$31.36 (minimum charge), billed quarterly \$1.60 per 100 cu ft above the basic 1-300 cu ft rate. Therefore, \$42.56 for 1000 cu ft water No hook-up fee

Name: Bell Atlantic telephone
Address: 5 Davis Farm Rd
City: Portland, ME 04103
Phone: 1-800-585-4466 or out of state 800-998-7540
Proximity to site: 26 miles
Comments: Rate-Cost: \$12.11 per month (regular residential) plus mandatory \$3.50 federal charge (therefore \$15.61 per month). Minimum installation fee-\$44.75. Helpful to have prior tenant's name.

Name: Brunswick/Topsham Water District
Address: Old Lewiston Rd
City: Topsham, ME 04086
Phone: 207-729-9945
Proximity to site: 3 miles
Comments: Rate-Cost: 23.25 per 1,000 cubic ft billed quarterly. \$10.00 account transfer fee. No hook-up or deposit fee required

Name: Cable Vision
Phone: (207)783-2023
Comments: Area of coverage-LisbonFalls, Lisbon, Lewiston, Auburn. Installation fee-\$15.50.

Name: Casco Cable T.V.
Address: Bath Rd
City: Brunswick, ME 04011
Phone: 207-729-6663
Proximity to site: 2 miles
Comments: Rate-Cost: \$40.00 for initial installation of cable \$19.89 to reactivate the basic service where cable is already installed Additional costs for programs desired

Name: Central Maine Power
Address: Bath Rd
City: Brunswick, ME 04011
Phone: 1-800-750-4000
Proximity to site: 2 miles
Comments: Rate-Cost: for first 300 kilowatts, 11.84 cents over 300 kilowatts, 14.45 cents Hook-up fee: \$14.00 No deposit required

Name: State Cable
Phone: (207)623-5145
Comments: Area of coverage-Richmond, Augusta, Monmouth, Litchfield, Gardiner. Re-connection fee-\$10.00

Relocation Services

Relocation Services Overview

Are you going to move soon? Here are just a few of the questions you'll have to answer - Where will I live? What will my housing costs be? What about my pet? Where will my children go to school? Will my spouse be able to find employment? What about child care?

Many Fleet and Family Support Center Relocation Programs conduct a PCS program to assist members and their families to make a "smooth move" to their new duty station. Call the Relocation Specialist at your present duty station to see if one is offered and, by all means, attend with your spouse. Many of those questions will be answered or at least you will know where to get the answers.

Relocation is the business of the Navy. It can be stressful. Decisions must be made and the choices can have significant effects on your life. You need accurate, timely information to make these decisions. Contact your Relocation Counselor at your present duty station to prepare for your move and contact your Relocation Counselor at your new duty station to help you and your family make these all important decisions.

Name: Relocation Counselor
POC: Mary Hipkins
Address: FFSC, 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: hipkins@nasb.navy.mil

Relocation Assistance

Rather than leave all your moving issues to chance, plan well ahead of time to use the facilities available to you to plan your relocation. There is a Relocation Counselor at your installation that is there to help you with any of your relocation issues. Call them. As soon as orders are received, see the Relocation Counselor and set up either an individual session to get you started or sign up for the classes available to help you plan your move. You should start planning at least 3 months prior to the PCS. You will need that time to make a smooth move.

Be sure that you have saved some money for the move. Military members spend an average of \$800 out of their own pocket every time they move. Be prepared.

Keep in mind that all your family is moving so everyone needs to be involved. Call your Relocation office to assist you.

Name: Relocation Counselor
POC: Mary Hipkins
Address: FFSC, 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: hipkins@nasb.navy.mil

In Transit Emergencies

No matter how well you've planned, emergencies do happen. What should you do in case of emergency while you are traveling? Call your sponsor and your new command. Insure that they know where you are and what the situation is. In order to do this, you must keep all the new telephone numbers with you.

Depending on how serious the emergency is, contact the American Red Cross. They are always available for emergency aid anywhere you may be. Contact the nearest chapter (phone numbers are usually listed in the white pages of the local phone directory). They can sometimes help with emergency financial assistance and contact individuals that will need to know where you are and what's happening.

Call your immediate family (mom and dad) to let them know the situation.

Make preparations before you leave to insure that your automobile is in good mechanical order. Make sure that you have an emergency first aid kit with you for minor emergencies. Plan for the unexpected and it probably won't happen.

Financial Preparedness

Each command has a Command Financial Specialist trained to assist you with financial matters. The program provided to them emphasizes personal financial responsibility and accountability by providing basic principles and practices of sound money management, counseling tools and referral services. The specialists are your best tool if you need help with financial matters.

Many of the FFSC's also have financial specialists. If your command, does not have a financial specialist, check with the Fleet and Family Support Center. The Navy/Marine Corps Relief Society also does financial counseling.

If you do not have any immediate financial problems but are concerned with having a proper budget, those financial specialists already mentioned can help you get started. The FFSC's have classes on financial management/budgeting.

Whatever you do or need, be sure that you have a savings account in which you routinely save. The easiest way to save is by using an automatic withdrawal from your check to the savings account. That way, you never see the money and never miss it while your savings account continues to grow.

Name: Personal Financial Manager
POC: Bill Barber
Address: Fleet and Family Support Center
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617

Exceptional Family Member Program (EFMP)

The EFM Program is a mandatory enrollment program per OPNAVINST 1754.2 (series) that identifies long term medical and special educational needs of family members and ensures assignment consideration of those needs when transferring. To ensure special needs of family members are considered during assignment process, service members are required to enroll when the special needs are identified or at least nine months prior to Projected Rotation Date (PRD). This provides your detailer time to work your next assignment and consider your family member's special needs as well as your career needs and the Navy's needs. This program is open to any authorized family member who meets the following criteria: Physical, emotional, or other disability, and /or long term chronic illness, and /or long term special education needs, enrolled in DEERS, residing with sponsor.

Name: Branch Medical Clinic
POC: HM1 Worster
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2991
DSN Phone: 476-2991
Comments: Any questions about the EFM program, enrollment, what paperwork needs to be filled out, appropriate EFM classifications, or paperwork retention, contact the Branch Medical representative.

Name: Family Service Center
POC: Information & Referral
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617
Comments: For help finding the appropriate resources for an Exceptional Family Member, contact the I&R with the FSC

Household Goods In-Bound Shipments

For more information on this subject:
<http://www.hanscom.af.mil/JPPSO>

Contact the Joint Personal Property Shipping Office (JPPSO)- Massachusetts as soon as possible after your arrival, even though you may not yet know the delivery address for your household goods. The JPPSO needs a telephone number and address where you can be reached. As soon as you have delivery address for your household goods, provide this information to the JPPSO. If at all possible, accept delivery of your personal property as soon as it arrives. This will prevent additional handling and reduce the opportunity for possible loss or damage. It will also reduce or eliminate storage expenses.

Name: Joint Personal Property Shipping Office (JPPSO) - Massachusetts
POC: Household Goods - In-Bound
City: Chelmsford, MA
Phone: (781)377-7627/DSN 478-7627/800-235-7776
FAX: (781)377-7650/DSN 478-7650

Household Goods Out-Bound Shipments

For more information on this subject:
<http://www.hanscom.af.mil/JPPSO>

Generally, at Permanent Change of Station (PCS) the arrangement of household goods begins once the service member receives orders from the Personnel Support Detachment (PSD) and a destination site has been determined. Specific arrangements for personal shipments normally begin at the JPPSO. Each pay grade has its own weight allowance which is the maximum weight that can be moved at government expense under the Joint Federal Travel Regulation (JFTR). The allowance includes the weight of household goods shipped, placed in storage or sent as unaccompanied baggage. Anything exceeding the maximum weight allowance must be paid by the service member. All shipments can be weighed before destination delivery and can be coordinated with the local transportation office.

DOCUMENTS NEEDED: One (1) copy of orders is needed for each shipment done by the government and 3 copies for each shipment done as a DITY (Do It Yourself) move (and amendments, if any). Service members can appoint someone to conduct their shipment plans for them. This appointment must be in writing, (Power of Attorney).

SHIPMENT ITEMS: household furnishings, appliances, equipment, clothing, personal effects, professional books and papers.

Be sure to set up a counseling appointment with your JPPSO once new PCS orders are in hand for a smooth coordination of all shipment arrangements.

Name: JPPSO (Brunswick)
POC: Household Goods-Out-bound
Address: Bldg 211, 550 Neptune Dr, NASB
City: Brunswick, ME 04011
Phone: (207)921-2221/2212/2247
FAX: (207)921-2149
DSN Phone: 476-2221/2212/2247
Comments: For more detailed information stop by our personal property office for a copy of the "It's Your Move" booklet.

Household Goods Claims

If you discover loss or damage upon delivery, you are required to list the loss or damage on the "Joint Statement of Loss or Damage at Deliver" (DD Form 1840). The carrier or the carrier's representative will provide you with this form at the time of delivery. This form is to be completed jointly by you and the carrier or carrier's representative who is delivering the shipment. The DD Form 1840 serves as a notice to the carrier of loss or damage and a receipt of delivery.

If you discover additional loss or damage not annotated on the DD Form 1840, you must use the "Notice of Loss or Damage" (DD Form 1840-R) on the reverse of the DD Form 1840. You have up to 70 DAYS to inspect your property and record all loss or damage. In all instances, the completed DD Forms 1840/1840R must be delivered to your local claims office NO LATER than 70 days from date of delivery. Failure to deliver the form or list all items MAY RESULT IN A REDUCTION of the amount payable on your claim.

You have two years from the date your shipment was delivered to file your claim against the government. However, to assure prompt settlement, claims should be filed as soon as the damage or loss is apparent. Bear in mind that you cannot legally receive double payment for the same damage. Should this happen, you would be responsible for returning any overpayment to the government.

If you sustain property loss or damage, promptly contact the claims office for assistance. You must allow both the government and the carrier to inspect the damage if either requests to do so. Do not dispose of damaged items until the damage has been inspected by all proper parties or you have been notified to dispose of it. In the case of mildew or smoke-damage, you may be required to keep the articles until your claim is settled, at which time some items may have to be disposed of through salvage channels. Your claims representative can advise you.

Name: Claims
POC: Household Goods - Claims Office
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2318
DSN Phone: 476-2318

Household Goods Weight Allowances

Your weight allowance is the maximum weight that can be moved at government expense under the Joint Federal Travel Regulations. Related to your pay grade (please contact the JPPSO for exact weights), this allowance includes the weight of household goods you ship, place in storage or send as unaccompanied baggage.

You, not JPPSO or carrier, are responsible for staying within this weight allowance. If the weight of items packed, shipped or stored exceeds that amount, you must pay all charges connected with the excess weight.

For this reason, estimating the weight of your household goods is very important. Estimates should start early, even before you visit JPPSO to set up the move. You should make the first estimate because

the counselor at JPPSO will ask you how much weight you will be shipping.

An easy and fairly dependable method for making this estimate is to figure 1,000 pounds per room (not including bathrooms) and then add the estimated weight of large appliances and items in the garage, storage rooms, basement, etc.

As a double check later in the movement process, count the number of items on the inventory form used by the carrier. Then multiply the number by 40 pounds. This is another rule-of-thumb method for estimating the weight of your shipment.

If, while your goods are being packed and loaded, there is evidence that the shipment will exceed your weight allowance, you may want to call JPPSO. People there can estimate the costs associated with your excess weight. This way you will be somewhat prepared for charges you will have to pay. If you are separating from the service and will not remain in a pay status, excess cost must be paid in advance of this shipment.

In some overseas areas, administrative weight allowances are set on the amount of household goods that can be shipped at government expense. If you are being provided government furniture, for example, the government will not pay to ship your full JFTR weight allowance there. If you are affected by an administrative weight allowance, the counselor at JPPSO will let you know how many pounds you can ship.

If you are an E4 with less than 2 years in grade, you can ship 7000 lbs. if you have dependents and 3500 if you do not have dependents. The schedule in the record listings assumes that the E4 has over 2 years in grade.

Household Goods Weight Allowances

Grade	Allowance w/Dependents	Allowance wo/Dependents
E1	5000 lbs	1500 lbs
E2	5000 lbs	1500 lbs
E3	5000 lbs	2000 lbs
E4	8000 lbs	7000 lbs
E5	9000 lbs	7000 lbs
E6	11000 lbs	8000 lbs
E7	12500 lbs	10500 lbs
E8	13500 lbs	11000 lbs
E9	14500 lbs	12000 lbs
W-1	12000 lbs	10000 lbs
W-2	13500 lbs	12500 lbs
W-3	14500 lbs	13000 lbs
W-4	17000 lbs	14000 lbs
O-1	12000 lbs	10000 lbs
O-2	13500 lbs	12500 lbs
O-3	14500 lbs	13000 lbs
O-4	17000 lbs	14000 lbs
O-5	17500 lbs	16000 lbs
O-6+	18000 lbs	18000 lbs

POV In-Bound Shipments

You are allowed to ship one privately owned vehicle (POV) at government expense to or from an overseas area when permitted (some overseas areas restrict shipment of POVs). The entitlement to ship an otherwise eligible POV from overseas to the United States is not dependent on whether a POV was shipped to the overseas area. The entitlement to ship a POV to the overseas area and the entitlement to ship a POV from the overseas area are separate. For the purpose of this shipment, a POV is a vehicle owned by the member or a dependent of the member (member must show proof of ownership/registration or lease agreement) that: Is self-propelled; is required to be licensed to travel overland on public highways; has four or more wheels; and is designed to carry passengers or property. Be sure to check with your transportation office about shipment of your vehicle back to the US.

POV in-bound shipments are handled at the Port of Embarkation

POV Out-Bound Shipments

For more information on this subject:
<http://www.hanscom.af.mil/JPPSO>

You are allowed to ship one privately owned vehicle (POV) at government expense to or from an overseas area when permitted (some overseas areas restrict shipment of POVs). The entitlement to ship an

otherwise eligible POV from overseas to the United States is not dependent on whether a POV was shipped to the overseas area. The entitlement to ship a POV to the overseas area and the entitlement to ship a POV from the overseas area are separate. For the purpose of this shipment, a POV is a vehicle owned by the member or a dependent of the member (member must show proof of ownership/registration or lease agreement) that: Is self-propelled; is required to be licensed to travel overland on public highways; has four or more wheels; and is designed to carry passengers or property. At the option of the member shipping a vehicle overseas, a motorcycle or moped may be considered a POV if the member does not ship a vehicle with four or more wheels under the same set of military orders. The government will not ship a vehicle intended for commercial use, nor will it pay all shipping charges for vehicles exceeding 20-measurement tons (800 cubic feet) in size. (The length multiplied by the width multiplied by the height {all in feet} and the total divided by 40 gives measurement tons). A member who ships a vehicle exceeding this size must pay the excess shipping charge. Before you make a firm decision to ship a POV overseas, investigate area requirements, insurance costs and maintenance availability. A vehicle under a long-term lease (12 months or longer) may be shipped if you obtain written permission from the leasing company. These facts will help you determine whether or not you should ship a POV. Some countries have laws limiting certain characteristics (color, and optional equipment, including citizen band radios, for example) of POVs

that may be brought into that country. Overseas commanders and/or service policy also restricts POV shipment to some countries. It is wise to get this information as soon as possible after receiving overseas orders. In this way you will have time to assure that your vehicle meets all necessary requirements. Contact your sponsor and JPPSO to find out if there are any special requirements.

Name: JPPSO
POC: Household goods-POV out-bound
Address: Bldg 211, NASB
City: Brunswick, ME 04011
Phone: 207-921-2212 or DSN 476-2212
Comments: For more detailed information, stop by our personal property office for a copy of the "Shipping Your POV" booklet.

POV Claims

When you arrive, contact our claims Office for information and assistance on completing your claim for your POV.

Name: Claims
POC: POV claims
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2318 or DSN 476-2318

Pet Boarding/Kennels

There are several kennels in the Brunswick area specifically for boarding your pets. The local Veterinary clinics board animals as well. If you are bringing your pet with you to the Naval Air Station, contact your sponsor about pet services or call the Army Veterinarian at the Vet clinic to find out information and restrictions. Since rabies has entered Maine, it is wise to have your pets inoculated against rabies and if the pet stays outdoors, against the other possible animal diseases.

Name: Vet Clinic
Address: Bldg 592, Naval Air Station
City: Brunswick, ME 04011
Phone: 207-725-8450 or 207-921-1386
Comments: Veterinary services are by appointment. Call the Vet clinic for suggested kennels. Hours of operation are 0800-1400, M-F

Pet Licensing

All cats and dogs brought into the state of Maine with a military member must have a rabies certificate. Certificate is good for 2 years and if someone has a pet inoculated well within the 2 years and has proof, the Vet clinic will write a Maine transfer certificate to take to the local town office to get a license. If the certificate is close to 2 years old, you must get your pet vaccinated by the Vet. With certificate in hand, the member will go to his/her local town office to get the license. If the animal has been neutered, the license costs \$4.00. If the animal has not been neutered, the license costs \$7.50. The rabies vaccination is \$3.00 from the Army Vet.

Name: Pet License
POC: Town office in city of residence

Name: Vet Clinic
Address: Bldg 592 , Naval Air Station
City: Brunswick, ME 04011
Phone: 207-725-8450 or 207-921-1386
Comments: Hours of operation are 0800-1400, M-F

Pet Quarantines

There are no quarantines required in the state of Maine

Veterinary Services

The Veterinary Clinic is run by the Army and is located on the Naval Air Station. You must make an appointment to have your animal treated by the Vet. Hours of operation are 0800-1400 M-F. There are numerous other veterinarians in the area which can be located in the yellow pages of the telephone book.

Name: Vet Clinic
Address: Bldg 592, Naval Air Station
City: Brunswick, ME 04011
Phone: 207-725-8450 or 207-921-1386
Comments: Hours of operation are 0800-1400 M-F.

Pet Transportation

Once you have decided that an animal is going to be your traveling companion, plan for your pet's trip in the same way you plan your own -- well in advance.

PET HEALTH - Nothing can waylay a trip with an animal faster than a health problem, and your pet's

well-being should be of primary importance to you. Your pet will be subjected to conditions guaranteed to cause stress to your animal. A clean bill of health is an important first step in assuring your pet's ability to adjust safely to unfamiliar surroundings. In addition, most states and countries require recent health certificates and disease inoculation documentation before you will be allowed to cross borders, making a trip to the veterinarian mandatory. Even if you are traveling within your own state boundaries, it is a good idea to have your pet examined and inoculated. Your pet will be "out of his own backyard" and subject to contact with unknown animals. His chances of contracting disease or infection greatly increase. Have your pet examined by a licensed veterinarian, preferably one who has cared for the animal on a regular basis. Ask the doctor to prescribe a motion sickness pill or sedative as a preventive measure. Don't tranquilize your animal automatically. Sedated animals are more likely to develop problems. (Note: Motion sickness pills are preferable to tranquilizers.) NEVER give your pet tranquilizers without your vet's approval and NEVER give an animal any medication that has been prescribed for human use. Avoid traveling with an animal during extreme weather. Exceptionally cold or hot weather can result in hyper- and hypothermia, heart failure, even death. During summer months, schedule travel for early morning or evening hours.

IDENTIFICATION - A disaster in the making is a pet in transit without identification. Dogs break free from leashes. Cats dash out of cages cracked open for just a second. The opportunities for pets being separated from their owners are numerous. Avoid the potential loss of a beloved pet by purchasing a comfortable collar (elastic for cats) for your pet bearing complete identification tags. The information should include your pet's name, your name, address and phone number. A license tag is also necessary and can be obtained from your local humane organization. (If your pet is a cat who has never worn a collar, allow time for the cat to become accustomed to wearing something around his neck.) As an additional safeguard, you may want to consider tattooing as a permanent form of identification. Your pet can have a number (your social security number, for example) tattooed on the inside of his or her flank. Then, if your pet breaks free of both carrier and collar, he can still be positively identified.

CARRIERS - The carrier in which your pet will be spending most of his trip is of the utmost importance. In fact, the Animal and Plant Health Inspection Service (APHIS) has very specific regulations for cages/crates used to transport animals interstate or

internationally. **SIZE:** Your pet must have room to turn freely while in a standing position and be able to use normal movements in order to stand erect or lie down in a natural position. Five typical sizes (approximate) are--12" wide x 20" deep and 15" high which is good for most cats and small breeds of dogs; 17" wide x 24" deep x 20" high, for medium size dogs such as Poodles, Beagles, Pekinese, Dachshunds and large cats; 21" wide x 30" deep x 24" high for slightly larger dogs such as Shelties, Bulldogs, Cocker and English Springer Spaniels; 23" wide x 35" deep x 26" high good for medium large dogs such as Dobermans, Irish Setters, Golden and Labrador Retrievers, Dalmations, Standard Poodles, Collies, Boxers and German Shepherds; 26" wide x 42" deep x 30" high which can comfortably contain large dogs such as Weimaraners, Afghans, Malamutes and Old English Sheep Dogs. For very large dogs such as Mastiffs, Great Danes, probably have to be specially made.

CONSTRUCTION: Crates should be constructed of metal, wood or heavy plastic of sufficient strength to withstand the rigorous handling it will receive while your animal is in transit.

The carrier must have a solid bottom to prevent leakage. Line the bottom with shredded paper or other absorbent material.

APHIS ventilation requirements state that two walls of a carrier are solid, 16 percent of the surface area of the solid walls must be used for ventilation. If three walls are solid and the fourth is screened, one of the solid walls must have at least some of its surface ventilated. When all four sides are enclosed, at least 8 percent of the surface area of each will be used for ventilation with at least one-third of the upper section and one-third of the lower section ventilated.

MISCELLANEOUS: A container for water should be secured to the inside of the carrier positioned so that it can be filled without opening the cage. (Recommend a drip bottle as opposed to an open bowl.)

There is a limit to the number of animals permitted per carrier. No more than one adult dog or cat or no more than two puppies or kittens under six months of age or over 20 pounds are allowed in a carrier. (Some exceptions are permitted depending on size of the carrier.)

Carriers must be clearly marked "LIVE ANIMALS" and "THIS END UP" in letters at least 1" high. You should also have both your and the animals

identification and destination secured to the outside of the carrier.

Include a familiar blanket and a favorite toy in the carrier. It will make your pet more comfortable and less frightened. NOTE: Airlines are a good place to purchase carriers that meet all requirements, and they are generally cheaper than if purchased at a pet store.

HOUSING: If you and your pet plan to stay in a hotel, motel or inn, call in advance to check if pets are allowed and to make reservations. It is not a good idea to try and "sneak" a pet in or announce upon your arrival that the reason you need a double room is that your Great Dane is staying with you. You and your pet could be left without a place to stay. (Gaines Pet Foods Corporation publishes "Touring with Bowser", a directory of domestic hotels and motels that accommodate guests with dogs. It is available for a nominal fee by writing to Gaines TWT, P.O. Box 5700, Kankakee, IL 60902.)

If you plan to board your pet at your destination point, reservations are also necessary, especially during the heavy travel periods of holidays and summers. Try to obtain a reliable recommendation for a boarding kennel. (The American Boarding Kennels Association in Colorado, Springs, CO publishes "How to Select a Boarding Kennel" and will make recommendations over the phone when they're not too busy. Member kennels are listed for the United States and Canada. Call 303-591-1113 for information.

RECOMMENDATIONS FOR TRAVELING BY AIRPLANE - Air travel has become the most common way to transport animals. Unfortunately, it is also the most stressful and most fraught with potential hazards.

Federal regulations provide some solutions to the problems of animals traveling by air but owner awareness is still the key factor in assuring the safe arrival of their pets.

FEDERAL REGULATIONS - Dogs, cats and most other warmblooded animals are protected under the Animal Welfare Act, passed by Congress in 1966 and amended in 1976 to safeguard those same animals when they travel by air. The act is enforced primarily through the United States Department of Agriculture's Animal and Health Inspection Service. The act continues to be updated in an effort to further improve the conditions in which animals travel. Nonetheless, safe air transport of animals continues

to cause problems for animals, their owners and the airlines.

Because the wording of the act is ambiguous in places, much is left open to individual interpretation, resulting in inconsistent treatment of animal passengers from airline to airline, and sometimes from city to city within the same airline. To pet owners, this means great care must be taken when planning to fly with an animal. In fact, the Animal Welfare Act clearly places much of the responsibility for animal safety on the owner.

According to federal regulations, an airline cannot accept an animal from its owner unless the following qualifications are met: The animal must be 1) at least 8 weeks old; 2) certified as healthy within 10 days prior to departure; 3) secured in a carrier which meets the required standards; and 4) adequately identified in the manner specified by APHIS. Because airlines can be fined for not adhering to these regulations, animals will be turned away at a ticket counter, so it is to your advantage to be conscientious in preparing for your pet's journey. (Carrier and identification requirements are spelled out in the preceding section.)

SAFE ENVIRONMENT-Animals are permitted in both the cabin and cargo sections of airplanes. Pet owners often prefer to have their companion pet in the cabin section with them, and this is possible, but only under the following circumstances: *Reservations must be made as early as possible with the airline. Regulations differ from airline to airline, but generally only one animal per flight is allowed in the cabin and permission is granted on a first come, first serve basis.

*Animals traveling in the cabin are considered "carry-on luggage" by airlines, and as such must meet the same criteria as any baggage in that category. In other words, the pet carrier must fit under the seat. Obviously this restricts the carry-on option to very small animals. (A fee is usually charged.)

*Be sensible where your pet's safety is concerned. It is better to have your pet in the cargo section of a plane in a carrier of the proper size than to try and "jam" a dog or cat into a too small carrier just so the animal can be in the cabin with you.

In most cases, animals must fly in the cargo section of the plane where conditions can be hazardous for animals. The danger of air travel is not, however, in flying, but rather during "down time" when your pet is loaded, unloaded or waiting in an unsheltered area

and exposed to the elements. While on the plane hazards are usually caused by the delays which result in time spent on the runway before take-off or after touchdown when the plane's compartments are not air pressurized. During that time your pet is confined in the cargo hold and deprived of fresh air, and temperatures can fluctuate from very hot to very cold in short periods of time. Pets who are tranquilized are especially susceptible to breathing problems, as are breeds such as bulldogs, pugs and Pekingese who have short-faced heads.

Because you cannot control the environment of the cargo section, extra care must be taken prior to boarding and after landing which will minimize the difficulties your pet may face while out of your stewardship.

HANDLING-The importance of purchasing the proper carrier cannot be stressed often enough. Sufficient ventilation and solid construction are absolute necessities. Most pet travel accidents are a result of poorly constructed carriers.

Airline crews must load and unload planes as quickly as possible so that departures and arrivals are made on time. In that flurry of activity, animals traveling in the cargo section of the plane are sometimes not handled as carefully as they should be, but rather like luggage they travel with. There are some safeguards you can take to minimize improper handling of your pet.

*Arrange for non-stop, direct flights. Animals can be (and have been) left off connecting flights or put on the wrong plane in the same way luggage is mishandled. In addition, every time a stop is made or a plane is changed, your pet's time on the ground and exposure to the elements or time spent in a non-pressurized space increases. Note: If you are flying to a major city, but connecting to a smaller town by commuter line, it is important to know that although a major airline may be willing to transport animals, a commuter line may not.

*Reconfirm that your pet is in the luggage area when you check in at the departure gate and ask the senior flight attendant to notify the captain that an animal is on board, either in the cargo or cabin.

*If possible, have your pet hand carried to the plane when departing, and to the baggage area upon arrival. Many airports, unfortunately, are constructed in such a way that conveyer belts are the only method of transferring cargo from plane to building and vice versa. If this is the case, try to be in the baggage area

when the luggage from your flight arrives so that you can retrieve your pet immediately.

*If you must ship an animal alone (this should be done only when it is absolutely necessary), have someone you know and trust be at the destination point when the airplane arrives.

It is important to remember that most airline crews receive no special training for handling animals and not all are pet owners themselves. They cannot be expected to know the needs of your pet or recognize signs of trouble. It is only through your careful attention to detail that your pet can be assured a safe trip.

RECOMMENDATIONS FOR TRAVELING BY CAR-In many ways, traveling with your pet by automobile is the most humane way to go. Although time spent in transit is greatly increased for long distances, the benefits of having your pet with you at all times cannot be overestimated. And, if you heed the following recommendations, both of you will arrive at your destination safely.

Unless your pet is already accustomed to being in an automobile, take the time to acclimate your pet to the motion and sounds of your car by taking short drives prior to leaving on a longer trip. (This precaution may eliminate the need to administer a motion sickness pill or tranquilizer.) Bring a pet carrier, and if the animal has never, or rarely, been in it, allow time for him to become familiar with it. This is especially important if your pet is undisciplined. An undisciplined animal is a menace in a car.

Take along your pet's food and water bowls, blanket or bedding and a favorite toy to give him a touch of home.

Your pet should never be permitted to ride in the front seat, jump around the car or hang out a window. This is dangerous for both the animal and driver.

It is best not to feed an animal for several hours before leaving on a trip. Bring food and fresh water with you and stop regularly once the animal has had a chance to settle down.

If your traveling companion is a cat, bring a litter pan and litter with plastic bags for changing purposes. If a dog is traveling, it is imperative to stop frequently so that he can exercise and relieve himself.

NEVER LEAVE YOUR PET ALONE IN A PARKED CAR. In summer, it takes only minutes for

the heat to climb to more than 120 degrees, even in the shade. In winter, closed cars become refrigerators on wheels and the cold is as dangerous as summer heat. (In some states it is against the law to leave an animal alone in a car.)

Check your pet frequently so that you can easily tell when he is hungry, thirsty, hot or tired.

PCS Reporting Procedures

ARRIVING DURING DUTY HOURS: Your sponsor should escort you and your family (if appropriate) to their lodging and then take you to the Quarterdeck of your command. If you will be assigned to NAS, you will see the Command Master Chief and go to Manpower for your check in sheet. If you will be assigned to a squadron, you will see your command first and receive instructions and a check in sheet.

ARRIVING AFTER DUTY HOURS: Your sponsor should escort you to the place you will stay for the night. Hopefully arrangements have been made with the Navy Lodge or a local hotel if you have a family or if you are single, you can check into the BEQ or BOQ at any time of the day or night. After a good night's rest, you will be able to follow the same process that is indicated above.

Name: Family Service Center
POC: Relocation
Address: 400 Foxtrot Ave, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617
Comments: All personnel checking into the FSC will receive a short briefing on FSC services and programs.

Name: Naval Air Station
POC: Quarterdeck
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2214 or DSN 476-2214

Separation Procedures

Separations are handled between the department and the PSD. Once someone has been identified to separate by their Career Counselor, they are briefed and sent to the FSC to attend the next Pre-Separation seminar. The seminar is 4 days long: One day is military related with a presenter from VA and CARIT, etc. and the other 3 days are devoted to

Transition Assistance Program. The presenters brief on all areas of the job market, resumes, market stats, resources, and interviewing, to name just a few.

Name: Family Service Center
POC: Transition Assistance
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Personnel Support Detachment
POC: Port Calls
Address: Bldg 24, NASB
City: Brunswick, ME 04011
Phone: 207-921-2564

Billeting

The Brunswick Navy Lodge is located on the Naval Air Station in Brunswick. Rates per room are \$49.00 each night of stay. There are 26 rooms, 1 of which is handicap accessible. We have 22 nonsmoking rooms and 4 smoking rooms. All rooms are similar and feature 2 queen size beds, a fully equipped kitchenette (dishes, pots, pans, etc.) private bath, microwave, dining table, cable TV (HBO), VCRs, direct dial AT&T service, radio/clock, vending, on-site laundry facilities, ice machines, and complimentary coffee in the lobby. We also have cribs, highchairs, rollaways, irons, and ironing boards available at no charge.

Check in time is between 1500-1800. If arrival will be between 1800-2000, a room can be reserved by credit card. If after 2000, the key will be taken to the quarterdeck to be picked up by the guest.

Billeting is available in the Bath/Brunswick area. However, many hotels/motels are booked during the summer/tourist season beginning mid-June to October. We recommend reserving a room ahead of time if you are staying off base.

Name: Navy Lodge
POC: Admin
Address: Bldg 31, NASB
City: Brunswick, ME 04011
Phone: 207-921-2206

Unaccompanied PCS

CROSS-REFERENCE: Category RELOCATION SERVICES, Related Subject, PCS Reporting Procedures

Support Services

Support Services Overview

The Navy Family Service Center is one of several organizations in the larger Brunswick community that provides social services to military personnel. The FSC works closely with the Branch Medical Center and the departments on the base to provide the sailors the best possible services for themselves and their family members and provides referral services to those members and their families to outside support agencies when necessary.

Name: Family Service Center
POC: Front desk personnel
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Family Centers

The Navy Family Service Center's name sometimes gives the impression to the Navy community that the services provided are only for married personnel. The family in FSC stands for the NAVY family. The FSC provides service to all members, be they single or married, when it is appropriate.

The Information & Referral office conducts intakes on clients and refers individuals to appropriate organizations according to their specific questions or issues. The I&R person is the POC for Sexual Assault Victim Intervention (SAVI) training within the base community and any questions concerning SAVI can be referred to her.

There are 5 Licensed Clinical Social Workers available at the Naval Air Station FSC to provide personal counseling and education and training. Anger and Intimacy, Couples Communication, Stress Management, Suicide Prevention, etc, are just a few of the classes provided to the Navy members and their families.

The Transition Assistance office provides assistance to those military separating or retiring from the service as well as to their spouses, to those spouses of

Active Duty who need job assistance, and to Active Duty and their spouses who are PCSing. The classes and seminars offered include job hunting, job preparation, resume writing, interviewing skills, pre-separation and pre-retirement workshops, pre-departure (PCS) workshops, and sponsor training. Personal counseling in any of these areas mentioned is also available and widely used.

A Resource Center with 4 computers containing Windows 95 and Office 97, America's Job Bank, Transition Bulletin Board, and the Internet is available to customers 4 days a week from 0730-1600 and on Fridays, 0730-1200. There is also a library of books covering resume writing, how to get jobs, statistical information, job descriptions, and many other related areas available for customer use.

There are classes available through the FSC on Checking Account Management, Basic Budgeting, and Car Buying.

Spouses are afforded the opportunity to learn basic PC usage and how to surf the Internet. FSC staff will provide the instruction on the PC's available at the IT office.

New Parent Support helps to fill the gap caused by the distance between young Navy families and their parents and extended families. The NPS provides a support system for families with young children. Information and education is available to new parents and new parents "to be" helping them to become strong families with happy, healthy babies.

The Family Advocacy Representative (FAR) provides counseling to members and their families identified as experiencing or at risk for problems resulting in child physical or sexual abuse, child neglect, spouse abuse or sexual assault. His responsibility is also to educate the sailors and their leadership about family violence and how to recognize it, prevent it, and do something about it.

Pre- and Post-Deployments Programs are the number one focus of the FSC. The primary purpose of the FSC is to assist the Navy in performing its mission. The deployment programs help members and their families understand the "emotional cycle of deployment" and learn to deal with it effectively. When these programs are conducted, the Navy mission is more easily and safely completed.

The Retired Activities Office is part of the FSC. The all volunteer force that maintains the office is expert in the areas affecting retired personnel and their

spouses. They also have a monumental task each year of conducting the Retired Seminar for the tri-state area (Maine, Vermont, New Hampshire) ably assisted by all other members of the FSC besides providing individual services to the retired member and spouse.

Welcome Aboard Packets can be obtained through the FSC from the Relocation Assistance office. These packets are provided to all incoming sailors to the base, squadrons, and ships. Usually the sponsor picks up the packet or the admin office of the squadron or ship picks up several packets. The Relocation Assistance office also handles the Lending Locker which provides basic household items that are needed to set up housekeeping while personnel on orders are waiting for a household shipment or are waiting to leave the area. Some of the items included in the Lending Locker are roll-away beds and floor mattresses, a packer containing kitchen items (dishes, pots & pans, cutlery, silverware, coffee pot, bowls, salt&pepper shakers, and many other items), bed & bathroom linen, iron and ironing board, portable crib, and other items.

Name: Family Service Center
POC: Information & Referral
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: I & R (POC for counseling clients)
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: Transition Assistance
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617
Comments: Transition Office includes: Pre-Separation, Pre-Retirement, Pre-Departure (PCSing), Sponsor Training, Spouse Employment Assistance Program (SEAP), resource center, resume writing, job interviewing, job search, and other applicable classes. Transition team provides individual counseling on any of the related issues. Resource Center is monitored by the transition team.

Name: Family Service Center
POC: New Parent Support (NPS)
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: Family Advocacy Representative (FAR)
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2411 or DSN 476-2411

Name: Family Service Center
POC: Program Coordinator
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: Retired Activities Office (RAO)
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2609 or DSN 476-2609
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: Relocation Assistance
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Family Service Center
POC: Lending Locker/Welcome Aboard Packets
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Information and Referral

Name: Family Service Center
POC: Information & Referral
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Suicide Prevention Hotline
POC: Volunteer on Duty
Phone: 1-800-827-7571
Comments: 24 hour hotline

Financial Assistance Programs

Financial guidance is offered to those experiencing money management difficulties or for those who wish to be in control of their finances. Family Service Center as well as the Navy/Marine Corps Relief Society can work with you to prepare a personalized budget and spending plan designed to make your life a little easier.

Name: Consumer Credit Counseling
POC: any counselor
Address: 160 Fox Street
City: Portland, ME 04101
Phone: 207-773-1411 or 1-800-539-2227

Name: Family Service Center
POC: AZC Brett Neidig
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617

Name: Navy/Marine Corps Relief
Address: Bldg 20, NASB
City: Brunswick, ME 04011
Phone: 207-921-2679/2414 or DSN 476-2414

Emergency Assistance

Navy Marine Corps Relief Society can provide financial emergency assistance based upon need, through either loans or, when there is a particular hardship, grants. Categories of financial assistance include: Basic living expenses (food, shelter, utilities), medical not covered by TRICARE, dental not covered by Concordia, funeral expenses, emergency transportation, essential car repairs, pay and allotment problems, disasters and assistance for widows, mothers and children.

The American Red Cross can also help in times of emergency. Quick communications with home about family emergencies is available 24 hours a day, 7 days a week, including verification of death or serious illness or immediate family, birth announcements to fathers deployed overseas, and health and welfare reports resulting from a lack of communication over a long period of time.

The American Red Cross also offers financial assistance for military personnel and their immediate families in the form of interest free loans or grants when a loan would place a greater hardship on the family. Examples of need for financial assistance are: emergency leave expenses for the service person or his/her family member; for family necessities which may result when an allotment check is not received or delayed; for personal needs of an essential and emergency nature; and for convalescent leave expenses.

Name: Navy/Marine Corps Relief
POC: counselor
Address: Bldg 20, NASB
City: Brunswick, ME 04011
Phone: 207-921-2414 or DSN 476-2414

Name: American Red Cross
Address: 9 Bank St
City: Brunswick, ME 04011
Phone: 207-729-6779

Family Advocacy

The Navy Family Advocacy Program is designed to address the prevention, identification, treatment, follow-up and reporting of child abuse, neglect and spouse abuse.

Name: Family Service Center
POC: Family Advocacy Representative
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2411 or DSN 476-2411
FAX: 207-921-2617 or DSN 476-2617

Name: Naval Air Station
POC: Chaplains
Address: Bldg 585, NAB
City: Brunswick, ME 04011
Phone: 207-921-2223 or DSN 476-2223

Name: Naval Air Station
POC: Branch Medical
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2992 or DSN 476-2992

Single Member Services

If you are single, sometimes it seems easier for families to make friends and be a part of a community than for single people. This does not have to be true for you. The key to being a part of the Navy community is getting involved. Join a church or synagogue group, sign up for educational courses, recreational program, or take part in a special interest group such as a health club. Make a list of all the activities you participated in before your move: bowling, bridge club, Big Brothers/Sisters, softball, etc. Add some other activities you would like to try: amateur theater, International Toastmaster/mistress, computer courses. Then find out how to find these activities through such sources as the Family Service Center, Morale, Recreation, Welfare (MWR), or your units bulletin board.

Name: Family Service Center
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Name: Morale, Welfare, Recreation (MWR)
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2113 or DSN 476-2113

Name: Naval Air Station Chapel
POC: Premarital Workshop
Address: Bldg 645, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223/2231 or DSN 476-2223

Support Groups

Name: Alcoholics Anonymous
POC: Volunteer on duty
Phone: 1-800-733-3232

Name: Ingraham Volunteers
POC: Volunteer on duty
Address: 74 Elm St
City: Portland, ME 04101
Phone: 207-774-HELP

Name: Family Crisis Shelter
POC: Volunteer on duty
Address: PO Box 704
City: Portland, ME 04104
Phone: 1-800-537-6066
Comments: 24 hour hotline

Morale, Welfare, and Recreation

A variety of exciting leisure activities are available to active duty military members and their family members, in addition to DOD civilians aboard the station. Everyone is encouraged to be part of the fun and adventure by participating in organized sporting events, outdoor recreation, entertainment, crafts and many other high energy and enriching programs.

Name: MWR
POC: office
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2684 or DSN 476-2684

Name: MWR
POC: Hobby Center
Address: Bldg 29, NASB
City: Brunswick, ME 04011
Phone: 207-921-2488/2738

Name: MWR
POC: Bowling Center
Address: Bldg 583, NASB
City: Brunswick, ME 04011
Phone: 207-921-2145 or DSN 476-2145

Name: MWR
POC: Fitness Center
Address: Bldg 25, NASB
City: Brunswick, ME 04011
Phone: 207-921-2162 or DSN 476-2162

Name: MWR
POC: Golf Course
Address: Bldg 78, NASB
City: Brunswick, ME 04011
Phone: 207-921-2155 or DSN 476-2155

Name: MWR
POC: Niteflite
Address: Bldg 516, NASB
City: Brunswick, ME 04011
Phone: 207-921-2121/2588 or DSN 476-2121

Name: SATO Travel
POC: Personnel Support Detachment
Address: Naval Air Station
City: Brunswick, ME 04011
Phone: (207)921-2511 or 476-2511
Comments: Call PSD for information about SATO

Chapel Services and Programs

The Chaplains of Naval Air Station Brunswick extend to you their warmest welcome to the NAS Chapel Community. Please accept their invitation to attend worship services and activities sponsored by the command religious program.

Your Chaplain's ministry to you includes worship and sacramental rites and ordinances, religious education, crisis intervention, life counseling, and fellowship activities. This ministry is presented through chapel worship, seminars, individual office appointments, and pastoral visits to work centers, homes and hospital.

Please check the station newspaper or POD for special services, activities and revisions of chapel program schedules.

Name: Chapel
POC: Catholic Mass
Address: Bldg 585, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223 or DSN 476-2223
Comments: Mass at 1135 Weekdays and 0900 on Sundays. Chaplain on call during off-duty hours

Name: Chapel
POC: Protestant Service
Address: Bldg 585, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223 or DSN 476-2223
Comments: Services at 1045 and 1200 Sundays. Chaplain is on call. During off-duty hours, can be reached at NASB Quarterdeck, 207-921-2214 or DSN 476-2214

Name: Chapel
POC: Jewish Service
Address: Bldg 585, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223 or DSN 476-2223
Comments: Information and referral will be given by religious program assistants

Name: Chapel
POC: Religious, Marital, Pre-marital Counseling
Address: Bldg 585, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223/2231 or DSN 476-2223

Drug and Alcohol

The Counseling and Assistance Center (CAAC) mission is to provide assistance to individuals and their commands in the processing, disposition, education and/or treatment of personnel with alcohol or drug abuse problems. The programs consist of screening, referrals, counseling and prevention education/outreach.

An extensive referral listing is maintained to deal with nearly any type of problem. Educational material, at the request of the command, is available through the CAAC which maintains literature, films and video tapes on Alcohol, Drug, Food abuse (although food abuse is no longer a part of the CAAC mission, literature is available) and recovery.

Name: CAAC
POC: Program Coordinator
Address: Building 211
City: Brunswick, ME 04011
Phone: 207-921-2188/2184 or DSN 476-2188

Legal Assistance

The Navy Legal Service Office has attorneys who can advise active duty and family members and prepare documents in a myriad of areas including wills, powers of attorney, family law, landlord-tenant law and consumer protection law. Many legal pitfalls and everyday difficulties can be avoided by consulting with a naval attorney at the first hint of trouble. Remember, if it doesn't appear quite right, it's not; if it's too good to be true, it is; and if in doubt, see a lawyer.

Name: Legal Office
POC: Program Coordinator
Address: Building 20
City: Brunswick, ME 04011
Phone: 207-921-2930/2331/2758 or DSN 476-2930

Child And Teen Services

Child and Teen Services Overview

The following information provides a profile of child care options available on the base. It is essential that you contact the Child Development Services point of contact, as listed, for the most current information about specific programs. The other headings will cover the teen services provided.

PROGRAM OFFERED ON BASE YES / NO
 Full Day Y Kindergarten only N Hourly Care
 N Special Needs Care Y

FAMILY CHILD CARE YES / NO Full Day Y
 Kindergarten only N Hourly Care Y Special
 Needs Care Y

CARE TYPE On Base YES / WAITING LIST
 Infant (6 wks & up) Y Y (long) Pre-Toddler (12-24
 mos) Y Y (short) Toddler (24-36 mos) Y Y (short)
 Junior (3,4,&5 yrs) Y Y (short) School-Age
 (Kindergarten) Y Y (short)

CARE TYPE Family Child Care YES / WAITING
 LIST Infant (6 wks & up) Y Y (long) Pre-Toddler
 (12-24 mos) Y Y (long) Toddler (24-36 mos) Y

openings Junior (3,4,&5 yrs) Y openings School-
 Age (Kindergarten) Y Y (short)

AFTER SCHOOL PROGRAM ON BASE

There is a full day program for school age children for the summer and for the winter and spring break vacations. Contact Ron Miller (Comm 207 921-2684 or DSN 476-2684) for further information.

Name: Child Development Center
Address: Bldg 21/26, NASB
City: Brunswick, ME 04011
Phone: 207-921-2610/2619 or DSN 476-2619
FAX: 207-921-1306 or DSN 476-1306
Comments: Hours of operation: 0700-1715 Arrangements can be made for a child to be dropped off at the center at 0630 depending on early drop off waiting list availability.

New Parent Program

Frequently, Navy families are separated from their extended family - aunts, uncles, grandparents - those people parents turn to for support, information, and guidance. New Parent Support helps to fill this gap by becoming a friendly support system for expectant families or those with young children. We are in the business of providing information and education to parents, helping them become strong families with happy, healthy babies and children.

Name: New Parent Support
POC: Diane Springman
Address: Fleet and Family Support Center
City: Brunswick, ME 04011
Phone: 207-921-2273
FAX: 207-921-2617
DSN Phone: 476-2273
DSN FAX: 476-2617
E-Mail: springman@nasb.navy.mil

Child Care Programs - on Installation

The following information provides a profile of child care options available on the base. It is essential that you contact the Child Development Center as listed for the most current information about specific programs.

Before arrival in Brunswick, you may call for information regarding the placement of your child on the waiting list for Center care. If you are interested

in Family Child Care (in home), you may pick up the list of providers who have openings at the Child Development Center. The best times to contact the Resource and Referral Coordinator for this information is M-F 0900-1300, 1400-1700 (EST).

Rates for child care at the Child Development Center are based on total family income. Those will be determined when you come into the center to talk with the specialists.

Name: Child Development Center
POC: Resource and Referral Coordinator
Address: Bldg 21/26, NASB
City: Brunswick, ME 04011--5000
Phone: 207-921-2610/2619 or DSN 476-2619

Name: Family Child Care Program
POC: FCC Director
Address: Bldg 21, NASB
City: Brunswick, ME 04011--5000
Phone: 207-921-2610/2619 or DSN 476-2619

Child Care Programs - Community

Name: Child Development Center
POC: Resource and Referral
Address: Bldg 21/26, NASB
City: Brunswick, ME 04011
Phone: 207-921-2615 or DSN 476-2615
Comments: Provide child care information and help military meet their unique needs. For programs to assist low income families, call the Resource and Referral at Child Development Center.

Things To Do - Clubs and Social

Name: Boy Scouts of America Pine Tree Council
Address: 125 Auburn
City: Portland, ME 04103
Phone: 207-797-5252

Name: Girl Scouts Kennebec Council
Address: 138 Gannett Dr
City: South Portland, ME 04106
Phone: 207-772-1177

Name: Boys and Girls Clubs- Greater Portland
Address: 277 Cumberland Av
City: Portland, ME
Phone: 207-874-1070

Things To Do - Recreation and Sports

MWR organizes trips to special events all summer long. Those events include trips to the Sea Dogs games, concerts, etc. Tickets are available to many scheduled events at MWR and can be purchased at a reduced price. Golf lessons will be offered to different age groups at the base golf course certain days of the week.

Batting cages are available at certain times for kids to practice their hitting techniques. This practice is inspired by the Little League Program that is also available to youth during the summer.

As summer fades, winter related activities will begin which include skiing, cross-country and down-hill, as well as iceskating.

Bowling again starts up in the fall with youth bowling leagues available for a variety of age groups.

Call MWR for further information about the programs mentioned above and about their plans for the upcoming winter months.

Other recreation programs are available in the surrounding community of Brunswick. For information contact the Brunswick Recreation Department or the Bath YMCA.

Name: MWR
POC: Fitness Center
Address: Bldg 25, NASB
City: Brunswick, ME 04011
Phone: 207-921-2162 or DSN 476-2162
Comments: Call the Fitness Center for information on times, dates, and activities available to youth

Name: MWR
POC: Golf Course
Address: Naval Air Station
City: Brunswick, ME 04011
Phone: 207-921-2155 or DSN 476-2155
Comments: Call Mike Reynolds for information about golf lessons for youth

Name: Little League Program
POC: CDR Dougherty
Address: Naval Air
City: Brunswick,, ME 04011
Phone: 207-921-2651 or DSN 476-2651

Name: MWR
POC: Bowling Center
Address: Bldg 583, NASB
City: Brunswick, ME 04011
Phone: 207-921-2145 or DSN 476-2145
Comments: closed for the summer

Name: Brunswick Recreation Dept
POC: Community Youth Program
Address: 30 Federal St
City: Brunswick, ME 04011
Phone: 207-725-6656

Name: YMCA
POC: Community Youth Program
Address: 24 Summer
City: Bath, ME 04530
Phone: 207-443-4112
Comments: There are programs for youth year-round at the Bath YMCA

Schools

CROSS REFERENCE: Category EDUCATION, Subject Areas, OVERVIEW, PUBLIC SCHOOLS, PRIVATE SCHOOLS for all information on schools.

School Age Care

Family Child Care is available through the Child Development Center to take care of school age children as well as infants and toddlers. Family child care takes children from 6 weeks to 12 years old. There are approximately 30 homes involved in the program which accounts for about 200 spaces available for individual children. A few of these spaces are already taken by the children of the child care provider. Obviously, that information will be available to the individual who is interested in participating in the family child care program.

Keep in mind that this is a constantly changing program so call frequently to get the latest information.

Rates for home child care are based on several factors. One of those is the age of the child. The

amount you will pay will be determined when you arrange for the care.

You can call the center and get a list of the child care providers available. However, keep in mind that the list of providers changes frequently and you may not know which of the three housing areas you will want to leave your child in. Those factors will be determined after you arrive.

Name: Child Development Center
Address: Bldg 26, NASB
City: Brunswick, ME 04011
Phone: 207-921-2610/2619 or DSN 476-2610
Comments: It is preferable to come by and get the most updated list of child care providers. One can be sent but if it is too early before arrival at the base, the list may very well be outdated.

Religious Programs

There are no special religious programs available for youth on the base. For any other information, call the chapel.

Name: Naval Air Station
POC: Chapel
Address: Bldg 585, NASB
City: Brunswick, ME 04011
Phone: 207-921-2223/2231 or DSN 476-2223

Special Events

Check with the Morale, Welfare, Recreation (MWR) for any special events to be conducted on the base. The Fitness Center, Bowling Center frequently have organized activities for youth.

Sponsorship and Support

If a youth would like a sponsor, the FSC will contact the local schools to coordinate getting a sponsor for the individual.

Name: Family Service Center
POC: Program Manager
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Youth Employment

There is no specific youth employment program on the base.

There are some summer youth hire programs conducted by several counties in Maine. If there is an interest, contact the counties surrounding the base.

Youth Centers

This is no Youth Center on the base.

Name: Youth Center
POC: Youth Can
Address: Brunswick Armory
City: Brunswick, ME 04011
Phone: 207-798-4090

For Teens Only

The NASB is relatively small and the teens have enjoyed activities at the local schools where they are enrolled. Unfortunately, there is no coordinator on base for youth activities. MWR does have recreational activities in which youth may participate but there is no specific coordinator.

Survival Tips For First Termers

Survival Tips for First Termers Overview

Being in the Navy is an opportunity and a proud tradition of more than 200 years of service. It is also a challenge as single and married Navy and Marine Corps members juggle their military duties, personal and financial obligations, and the demands of an immediate or extended.

Navy personnel and their families are envied for the variety of their experiences and the number of places they travel and live. To make this attractive, mobile life possible, a great amount of planning and preparation is necessary.

Listed below are some "Survival Tips" to help you and your family as you face the challenges and opportunities of the Mobile Military Lifestyle.

Name: Family Service Center
POC: Martha Pinion
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Before You Move

Departure preparations:

As soon as you receive your orders, visit your Family Service Center Relocation Counselor. They have an extensive array of services and resources available for you including a SITES (Standard Installation Topic Exchange Service) booklet on your new duty station, information and a Pre-Departure or Smooth Move Seminar (check to see if one is available at your duty station) for you to attend to help you PCS smoothly either stateside or overseas, Welcome Aboard Packages, videos of your new area, lending locker, overseas orientations, etc.

Contact the Household Goods Office for an appointment with a counselor to schedule your household goods move. During your counseling session, your counselor will provide a great deal of valuable information. Pay attention to details, take notes, ask questions and follow directions. Failure to adhere to guidelines can be costly in time and money.

Notify your landlord, rental agent and Housing Office of your Permanent Change of Station (PCS) orders and anticipated date of departure. If there is a military clause in your lease, you must give this notification in writing.

REQUEST A SPONSOR at your new duty station. This person can be your vital link to your new home. Your sponsor can send you specific information on your new location and assist you when you arrive.

Begin a calendar for your move. Include items to remember - change of address cards, school records for your children, travel arrangement for your pets, etc.

Notify your friends, relatives, etc. of your upcoming move.

Start budgeting for the move. Contact your Finance Office or PSD to discuss your options regarding advanced pay and travel funds. Even with your entitlements, special pay, allotments, etc., moving can be expensive. In addition, families facing the loss of one income during the relocation will feel additional financial impact.

If the non-active duty family member wants to work at the new duty station, contact the FSC Spouse Employment Assistance Program person (SEAP) to get information about jobs in the area.

If you have an overseas assignment, make sure that you have checked with Personnel to see if overseas screening is required.

This is by no means everything you'll have to remember. Check with your Relocation Counselor at your Family Service Center. They can provide you with complete checklists and many helpful publications to assist you with remembering all the details. Attend the Pre-Departure Seminar (if there is one at your duty station) as soon as orders are received to get the latest and best information you will need to know before you move.

Name: Family Service Center
POC: Martha Pinion
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

After You Arrive

Be sure that you have stayed in contact with your sponsor. You should have made arrangements to meet them upon arrival. Perhaps they will meet you at the airport or if you are coming by car, at some convenient spot so that they can get you settled.

Contact your Relocation Counselor. They have all the information you'll need once you arrive at your new duty station from housing availability, how to register your children in the local schools, to setting your spouse up with an appointment with the Spouse Employment Specialist at the Family Service Center.

Contact the housing office BEFORE making any arrangements for civilian housing. Rental/lease agreements are extremely important and are sometimes complicated. If you haven't already done so, now is the time to put your name on the waiting list for base housing, whether you intend to get into base housing or not.

Notify the Personal Property Office of your new address and to check on the status of your household goods. Have they arrived? Are they in storage? How much storage time am I entitled to? How do I file a claim if there is damage? All important questions to ask now that you've arrived.

If your possessions have not yet arrived, you may check out (for a small fee) household items from the FSC Lending Locker to use until your household goods arrive.

Once you've found the perfect home and your worldly possessions have arrived, the job of getting acquainted with your new neighborhood begins.

Contact utility companies to make arrangements for connections.

On moving in day, if you have small children, you might want to make arrangements for child care. Older children might want to help by checking off boxes as they come in or unpacking the special box of their belongings.

Be at your home before the movers arrive. Have an idea of where you want things placed - the movers will only put your couch in place one time.

Check your belongings carefully and make sure to note on the inventory any damaged or missing items so you can file a claim at the Personal Property Office. Your claim must be turned into the Personal Property Office within 70 days to get compensation from the mover for damages done.

So many things to remember. You will find that services and procedures vary from base to base. Get acquainted with the local laws in the area (DWI, speed limits, etc) and procedures on base that may be different from what you are use to.

When checking into the base, you will be assigned to an Indoctrination class as soon as possible. If you are assigned to a squadron, your squadron admin section will assign you to an Indoctrination class.

Most importantly, remember help is just a phone call away. When in doubt - ask. Call your Relocation Counselor any time. If they don't know the answer, they will find out.

Name: Family Service Center
POC: Martha Pinion
Address: 400 Foxtrot, NASB
City: Brunswick, ME 04011
Phone: 207-921-2273 or DSN 476-2273
FAX: 207-921-2617 or DSN 476-2617

Reporting Procedures

Cross Reference: For traveling to NASB by plane, automobile, or bus, see Category INSTALLATION, Subject Area, MUST KNOW ITEMS.

ARRIVING DURING DUTY HOURS: Your sponsor should escort you and your family (if appropriate) to their lodging and then take you to the Quarterdeck of your command. If you will be assigned to NAS, you will see the Command Master Chief and go to Manpower for your check in sheet. If you will be assigned to a squadron, you will see your command first and receive instructions and a check in sheet.

ARRIVING AFTER DUTY HOURS: Your sponsor should escort you to the place you will stay for the night. Hopefully arrangements have been made with the Navy Lodge or a local hotel if you have a family or if you are single, you can check into the BEQ at any time of the day or night. After a good night's rest, you will be able to follow the same process that is indicated above.

Name: Naval Air Station
POC: Quarterdeck
Address: Bldg 250, NASB
City: Brunswick, ME 04011
Phone: 207-921-2214 or DSN 476-2214
FAX: 207-921-2954 or DSN 476-2954

Travel Planning

Be sure that you get a sponsor and stay in contact with them so that they can help you with your travel. The physical process of moving from one location to another can be a semi-holiday or a chaotic series of gas station stops. As you plan your trip, try to limit your daily journey to distances your family can tolerate. It could save you and your family some uncomfortable, restless miles. Confirm your travel reservations before you leave. If you are traveling with pets, be sure that the hotels you've chosen accept pets on the premises. If they don't, you need to make kennel arrangements with each hotel in advance.

Check with your Relocation Counselor at your Family Service Center. Many have AUTOMAP programs that will help you plan your travel and locations to make your overnight stays more affordable.

When you're on the road, remember to keep track of mileage and all expenses. Many expenses are tax deductible if you file on a "long" tax form. Keep all receipts. If you don't need them later you can disregard them.

Let each day flow with the daily plan.

Infants have few concerns outside their immediate environment. They take the "cues" from you: are you angry and frustrated, or relaxed and content?

Young children do best when kept on the same eating and sleeping routine.

Elementary school children may be losing their first friends.

Allow for expression of grief in daily decisions.

Hints for traveling with kids:

Young children have a natural wariness of the unknown. Including them in the planning can help allay fears.

Stick to your child's usual bedtime and mealtimes, and read his or her favorite story. Unpack the minute you arrive so everyone feels at home.

Balance your day, making plenty of time for a romp in the park or other relaxing activities. Even when having fun, kids have a limited attention span.

***Packing Pointers:** Take one small bag per person. Let each child take only one special toy--or you'll find yourself carrying kid's possessions around the amusement park. Don't forget a first aid kit, with disinfectant, bandaids, tylenol, etc. Tuck in a nylon folding suitcase--great for lugging home your souvenirs or dirty laundry.

Call ahead to confirm hotel services for children such as cribs and cots.

REMEMBER, if you take travel advances, you will have to pay them back. Plan accordingly.

Name: Personnel Support Detachment
POC: Travel Section
Address: Bldg 24, NASB
City: Brunswick, ME 04011
Phone: 207-921-2584 or DSN 476-2584

Vehicle Ownership

Because different states have different insurance laws, your insurance company will need to know where and when you are moving. In addition to automobile insurance, attention must be given to driver's licenses and auto registration. To avoid penalties, make sure all autos are properly inspected

and registered and that all family members are properly licensed.

Active Duty Drivers and spouses must possess valid Maine driver's licenses and tags if they are residents of the state of Maine. Proof of insurance and a valid title to the car are required. An excise tax, based on the value of the auto, is also collected as well as payment for the license tags. If the Active Duty driver and spouse are valid residents of another state, they must have valid licenses and updated auto tags from their state of residency and valid insurance coverage.

Active Duty members and spouses may get Maine state tags but need to first go to the base legal office for the proper paperwork before obtaining Maine tags. With the proper paperwork, the excise tax will not be paid by the member.

Those working on the base are required to register their car with Security and obtain a base sticker. If the sticker is not put on the car, the Security personnel will ticket the owner when the car is found parked on the base without the proper base sticker.

Name: Motor Vehicle Registration
POC: Vehicle Registration and Driver's Licenses
Address: Route 196, Topsham Fair Mall
City: Topsham, ME 04086
Phone: 207-725-6520

Housing and Billeting

CROSS-REFERENCE: Category, HOUSING, Related Subjects, Community Housing, Government Housing

Money Matters

The costs associated with PCS orders can be debilitating for even the most solid budget. Though there are reimbursements for costs associated with PCS moves, research demonstrates the average military family reports out of pocket expenses of over \$500.00 and that only one out of every three dollars is reimbursed. Listed below are some of the PCS moving allowances you can plan on to help you budget for your move.

DISLOCATION ALLOWANCE (DLA): Active duty personnel with family members moving from a permanent duty station are entitled to a dislocation allowance. This is paid to offset the costs of closing on a home and setting up another. This allowance is equal to 2 1/2 months BAQ. DLA is not available to

those transferring in the same geographical location unless the Commanding Officer of the base states that the move was a direct result of the PCS orders (ie: in or out of housing for some reason). DLA may be dispersed at the time of travel, or upon arrival at the gaining command.

MILEAGE IN LIEU OF TRANSPORTATION (MALT): Service members receive MALT when they drive to a new assignment. The allowance is computed on federal tables of mileage between the old and new duty stations. Even though the official distance may be longer or shorter than the service member drives, the official distance determines the allowance payable. MALT is also paid to those going overseas if they drive from their stateside location to the port of embarkation for transcontinental plane or ship, or from the port of debarkation to the new duty station. These amounts apply if the travel is concurrent with the transfer.

Single active duty or spouse traveling alone - .15 per mileTwo family members - .17 per mileThree family members - .19 per mileFour or more family members - .20 per mile

If pick up or drop off of the car before or after travel, then round trip TAD mileage is paid at \$.31 per mile with no per diem allowance.

These rates apply to spouses authorized to travel alone or with family members, and to sponsors traveling with family members. These rates also apply to travel in a second car when its use is authorized. MALT will be dispersed at the time of travel.

PER DIEM ALLOWANCE: Along with DLA and MALT, food and lodging are allotted when making a PCS move. The per diem allowance is paid at a rate of 350 miles per day. Service members receive \$50.00 a day plus \$37.50 a day for their spouse and each family member age twelve and over and \$25.00 a day for family members under the age of twelve. When a spouse travels separately, the spouse receives \$50.00 a day and \$37.50 for each family member twelve years and over and \$25.00 for those under the age of twelve.

TEMPORARY LODGING EXPENSE ALLOWANCE (TLE): (INCONUS - In the Continental US) New arrivals at bases are eligible for this allowance to help offset the cost of temporary housing and meals. You are entitled to TLE even if you move into temporary government quarters. The

amount of the TLE depends on several factors, including family size, local per diem rate, actual cost of quarters and whether the quarters provide cooking or dining facilities. A single person gets 65% of the local per diem rate if actual expenses are that much, and a member with one or two family members gets 100% of the local per diem rate if expenses warrant. For each additional family member the per diem rate is raised by 25%. TLE is a 10 day maximum if being reassigned from a CONUS base to a CONUS base or from OCONUS (Outside the Continental US) to CONUS. It is 5 day maximum if going from CONUS to OCONUS. The days allowed can be split up, some at origin and remainder at new station.

TEMPORARY LIVING ALLOWANCE (TLA): (OCONUS) TLA is paid in fifteen day increments and usually up to a sixty day limit for those arriving and a ten day limit for those departing overseas.

ADVANCED PAY: **Drawing advanced pay should be carefully considered when planning a move. As soon as you get your orders, a spending plan should be developed early enough to save extra money to be used to assist with the moving expenses. Many times advanced pay is spent on other "emergencies" and is not around to assist with moving expenses. In addition, advanced pay is a "dead horse" that automatically reduces your take home pay to use for bills and unforeseen moving

expenses. Talk to your Command Financial Specialist prior to drawing advanced pay.**

No more than three months advanced pay may be drawn. The advance is normally repaid in equal installments over twelve months. In certain cases, repayment can be spread over twenty-four months. Advanced pay is your base pay less standard deductions, i.e. FITW, SITW, FICA, etc., not pay with allowances. If approved by your commanding officer at the new duty station, an advanced housing allowance can be drawn. You must document (lease agreement, utility deposits, etc) that this money will be used for housing costs. Advanced housing allowance is up to three months BAQ and VHA not to exceed actual cost needed. Advanced housing allowance may be re-paid over a twelve month period and in exceptional circumstances, may be re-paid over a longer period. However, if the family vacates that residence, it will be re-paid immediately. **REMEMBER, ALL ADVANCED PAY IS TO BE RE-PAID.**

Name: Personnel Support Detachment
Address: Bldg 24, NASB
City: Brunswick, ME 04011
Phone: 207-921-2551/2552 or DSN 476-2551
FAX: 207-921-2199 or DSN 476-2199

At A Glance

Facility/Services Summary

--Officer and Enlisted Population--			
Active Duty Officer	388	Active Duty Warrant Officer	20
Guard Reserve Officer	0	Guard Reserve Warrant Officer	0
Retired (Officer and Enlisted)	10000	Foreign Service Officers	0
Active Duty Enlisted	2435	Guard Reserve Enlisted	0
Foreign Service Enlisted	0		
--Civilians--			
Civil Service	383	Wage Grade	91
Non-Appropriated Funds	150	Family Members -on and off Installation-	6900
--Family Services--			
Family Centers	1	Teen Centers	0
Child Day Care	1	Family Child Care Certified Homes	30
Total Child Capacity	116	Total Child Capacity	200
Average Waiting List Time -Months-	8		
--Other Services--			
Commissary	1	Exchanges	1
Shoppettes	1	Gas Stations	1
Movie Theaters	0	Banks and Credit Unions	1
McDonalds/Burger King	2	Other i.e. Exchange concessionaires	0

Housing Summary

<i>--Officer Housing--</i>			
Senior Officer Waiting	6	Senior Officer 3 Bed Room	6
Senior Officer 4 Bed Room	6	Senior Officer Other	0
Company Grade Officer Waiting	0	Company Grade Officer 2 Bed Room	8
Company Grade Officer 3 Bed Room	3	Company Grade Officer 4 Bed Room	8
Company Grade Officer Other	0	BOQ	0
<i>--Enlisted Housing--</i>			
Senior Enlisted Waiting	0	Senior Enlisted 3 Bed Room	3
Senior Enlisted 4 Bed Room	8	Senior Enlisted Other	0
Enlisted Waiting	0	Enlisted 2 Bed Room	10
Enlisted 3 Bed Room	2	Enlisted Other	20
BEQ	278	Transient Lodging Facilities	14

Education Summary

<i>Name</i>	<i>Numbers</i>
Elementary School	17
Jr High/Middle School	3
High School	3

Local Community Summary

<i>Type of Housing</i>	<i>Avg.</i>	<i>Low</i>	<i>High</i>
Apartment Rent	555	405	725
House Rent	750	600	1000
House Price - Single Family	110	75	140
Townhouse/Condominium Price	126280	77400	173700

Medical and Dental Summary

--Medical Facilities--					
Medical Treatment Facilities	N	Number of Beds	0	Medical Clinic	1
Alcohol	Y	Allergy	N	Audiology	Y
Cardiology	N	Coronary care	N	Dermatology	N
Dietary	Y	Emergency room	N	Endocrinology	N
Family Practice	N	General surgery	N	Gynecology	N
HIV Unit	N	Hematology	N	Immunization	Y
Infect Disease	N	Intensive Care	N	Laboratory	Y
Mental Health	N	Neonatal Intensive Care Unit	N	Nuclear Medicine	N
Nephrology	N	Neurology	N	Neurosurgery	N
Obstetrics	N	Oncology	N	Ophthalmology	N
Optometry	Y	Orthopedics	Y	Otolaryngology	N
Pathology	N	Pediatrics	N	Physical Therapy	Y
Podiatry	Y	Primary Care	Y	Radiology	Y
Rheumatology	N	Urology	N		
--Dental Facilities--					
Dental Clinics	1	Adolescent	N	Endodontics	Y
General Dentistry	Y	Oral Surgery	Y	Orthodontics	N
Pedodontist	N	Periodontics	Y		

Relocation and Support Services Summary

--Military Clubs--			
Officers Club	0	Non-Commissioned Officers Club	1
Enlisted Club	0		
--Recreation--			
Arts and Crafts	0	Automobile Hobby Centers	1
Bowling Centers	1	Recreational Centers	1
Libraries	0	Music and Theater Locations	0
--Physical Fitness/Sports--			
9 Hole Golf Courses	1	18 Hole Golf Courses	0
Gyms/Physical Fitness Centers	1	Jogging Paths	1
Tennis Clubs/Courts	2	Tennis Courts - Lighted	1
Swimming Pools - Public	0		
--Nature/Outdoor Activities--			
Outdoor Recreation Centers	1	Campgrounds	1
Fishing Areas	0	Horse Stables	0

APPENDIX

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